

香港童軍總會野外定向會
會章
(二零二四年四月一日生效)

一、 名稱

1.1 本會中文名稱為「香港童軍總會野外定向會(下稱“本會”)」, 英文名稱為“Scout Orienteering Club of Scout Association of Hong Kong”; 簡稱為「童軍野外定向會」、「Scout Orienteering Club」或“SOC”。

二、 會址

2.1 本會註冊地址為香港九龍尖沙咀柯士甸道 8 號香港童軍中心 9 樓 903 室。

三、 成立日期

3.1 本會成立日期為一九八六年一月三十一日。

四、 宗旨

- 4.1 在童軍組織內提倡及推廣定向活動;
- 4.2 鼓勵童軍成員參加定向活動;
- 4.3 舉辦定向比賽及訓練活動;
- 4.4 選派代表出席／參與中國香港定向總會的活動;
- 4.5 為屬下會員向中國香港定向總會註冊為屬會會員; 及
- 4.6 舉辦聯誼活動增進會員之聯繫。

五、 目標

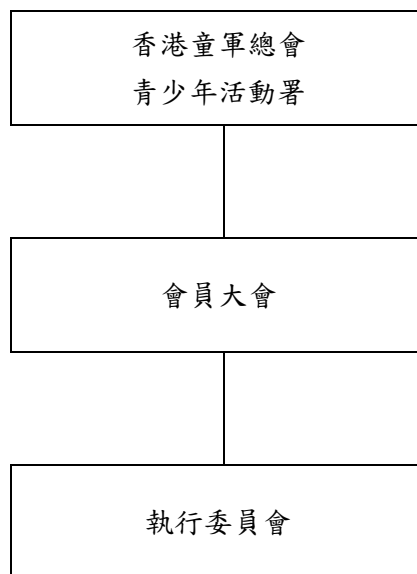
- 5.1 鼓勵童軍成員參與野外定向運動;
- 5.2 以野外定向運動為活動平台, 讓青少年成員能夠進行與野外定向項目有關的進度性獎章及專章訓練和考驗;
- 5.3 鼓勵童軍成員接受有系統的培訓, 使成為野外定向運動員及教練以協助推動香港野外定向運動;
- 5.4 舉辦野外定向比賽及鼓勵會員參加公開比賽, 從而提升本會會員在野外定向運動的水準;
- 5.5 通過與本地及境外會友交流, 提升對野外定向運動文化和技巧;
- 5.6 吸引童軍成員加入及培養彼等對野外定向運動產生興趣繼而發展為終身餘暇活動, 從而達至保留成員; 及
- 5.7 吸納外界人士加入達至拓展童軍成員數目。

六、 運作模式

- 6.1 本會乃按照香港童軍總會青少年活動署轄下活動小組之管理模式運作會務。
- 6.2 由助理香港總監(青少年活動)或其指派人以顧問身份監督及協助執行會務，顧問可出席本會所有會議及活動。

七、 組織及架構

7.1 架構圖



- 7.2 本會乃香港童軍總會青少年活動署轄下之活動小組。
- 7.3 會員大會
- 7.3.1 會員大會為本會最高權力組織。大會之主席由執行委員會主席擔任。
- 7.3.2 執行委員會主席及委員乃於會員大會選出及委任，執行委員會的選舉安排需參考會章附件一。如主席出缺，由執行委員會互選主席，任期至當屆任期完結。其他委員如於任期內出缺，執行委員會可通過會內招募，並於執行委員會會議內通過後補執行委員。
- 7.3.3 須每年三月召開會員大會，並每兩年在會員大會選出下屆執行委員會。每一童軍單位，不得超過兩人同時擔任執行委員會委員之職位。
- 7.3.4 除主席外，執行委員會設有賽事及技術主任、訓練主任、行政及推廣主任等職位。

- 7.3.5 召開會員大會之通知書，須於會員大會十日前電郵或寄交各會員或其他代表成員。
- 7.3.6 會員大會以年滿十八歲的個人會員之四分之一為法定人數。如第一次會議召開半小時內，仍不足法定人數，則於一個月內再次召開，但仍須於十日前通知會員，屆時不論出席人數多少，均視作法定人數論。
- 7.3.7 會員大會之權責：
- 甲、 檢討及通過執行委員會之工作報告；
 - 乙、 通過下年度訓練及活動計劃；
 - 丙、 兩年一次選出下屆執行委員會委員；
 - 丁、 檢討及決定會務方針；及
 - 戊、 處理其他重要事項。

7.4 執行委員會

- 7.4.1 執行委員會職位乃於會員大會選出及委任。
- 7.4.2 在會員大會休會期間，將由執行委員會執行會務。執行委員會須定期召開會議，而會議次數則由執行委員會按實際需要而決定。如有需要，執行委員會可召開特別會員大會。
- 7.4.3 會議法定人數為執行委員人數之半數。
- 7.4.4 執行委員會職位在會員大會前接受提名，並在會員大會中選出。執行委員可以連任，本會顧問可兼任執行委員職位。
- 7.4.5 執行委員會各委員任期為兩年，由四月一日至兩年後之三月三十一日止。如會員大會因各種原因未能於執行委員會任期內選出下屆執行委員會，當屆的執行委員會自動留任，直至選出下屆執行委員會止。有關安排需向青少年活動署備案。
- 7.4.6 執行委員會之成員：
- 甲、 主席；
 - 乙、 委員 – 賽事及技術主任；
 - 丙、 委員 – 訓練主任；及
 - 丁、 委員 – 行政及推廣主任。
- 7.4.7 執行委員會之權責：
- 甲、 貫徹執行本會之宗旨及目標；
 - 乙、 辦理本會一切常務；
 - 丙、 執行會員大會之議決案；
 - 丁、 會員之招募、訓練及發展；

- 戊、 處理會員紀律；
- 己、 為總會及會員策劃及舉辦訓練、比賽及活動；
- 庚、 每一年度完結後，須向助理香港總監（青少年活動）提交周年報告，內容包括：
 - (i) 訓練及活動報告；
 - (ii) 周年財政收支結算表；
 - (iii) 財政狀況；
 - (iv) 物資清單；及
 - (v) 會員名單；
- 辛、 於每一年度開始前，須向助理香港總監（青少年活動）呈交及審批該年度之訓練及活動行事曆及有關財政預算；及
- 壬、 定期舉行執行委員會會議，遇有需要時，主席得隨時召開執行委員會會議。

7.4.8 執行委員會工作範圍：

- 甲、 主席
 - (i) 召開及主持執行委員會及其他與工作範圍有關之會議；
 - (ii) 會同其他委員監督及執行本會會務；
 - (iii) 代表本會及出席對外會議；
 - (iv) 會同其他委員確保會章之執行；
 - (v) 會同其他委員制定全年計劃；及
 - (vi) 調配會內各類資源。
- 乙、 委員 – 賽事及技術主任
 - (i) 帶領賽事及技術小組；及
 - (ii) 統籌及計劃本會一切賽事與技術事宜。
- 丙、 委員 – 訓練主任
 - (i) 帶領訓練小組及教練組；及
 - (ii) 統籌及計劃本會一切訓練事宜。
- 丁、 委員 – 行政及推廣主任
 - (i) 帶領行政及推廣小組；
 - (ii) 處理本會之行政工作；及
 - (iii) 會員事務及籌備各類推廣活動。
- 戊、 工作小組
 - 各委員領導所屬工作小組，協助進行會務。

小組成員由各委員邀請或會員自薦參與，如有需要可邀請外界參與，惟小組成員須得到執行委員會批准。

7.5 會員資格

7.5.1 任何香港童軍總會屬下之童軍成員，願意遵守本會之會章，均可申請為個人會員。如會員之童軍成員資格失效，本會之會員資格同時失效。

八、 會費

8.1 本會自二零零七年起取消單位會員類別及免收會員年費。會籍由每年之四月一日至翌年之三月三十一日止。增減會員年費必須於會員大會通過才生效。會員如在會員有效期內退出本會，須用書面通知本會執行委員會。

九、 會員責任

- 9.1 遵守本會章則；
- 9.2 出席會員大會及特別會員大會；及
- 9.3 積極參與及支持本會活動。

十、 會員權利

- 10.1 會員有權出席會員大會，年滿十八歲的會員方可投票及參與執行委員會選舉（包括提名及被提名），以及出任本會執行委員會之職位。
- 10.2 會員可參與本會所舉辦之訓練、活動、講座、展覽、研討會及其他活動。
- 10.3 會員可經本會向中國香港定向總會註冊為屬會會員。

十一、 程序

11.1 會員大會

- 甲、 由本會執行委員會主席主持；
- 乙、 通過上次會議記錄；
- 丙、 執行委員會主席負責提交該年度會務報告；
- 丁、 續議事項；
- 戊、 每兩年進行一次選舉及委任下屆執行委員會委員；
- 己、 其他事項；及
- 庚、 臨時動議。

11.2 執行委員會

- 甲、 由本會執行委員會主席主持；

- 乙、 通過上次會議記錄；
- 丙、 報告事項；
- 丁、 續議事項；
- 戊、 討論事項；
- 己、 其他事項；及
- 庚、 臨時動議。

11.3 委任執行委員會委員

11.3.1 執行委員會職位乃於會員大會選出及委任。

11.3.2 由助理香港總監（青少年活動）或其指派代表督導下進行及宣佈各項委任。

十二、 守則及規條

12.1 青少年活動署有關守則及規條適用於本會。

12.2 本會守則及規條均受《香港童軍總會政策、組織及規條》所監管。

12.3 助理香港總監（青少年活動）有權按照《香港童軍總會政策、組織及規條》賦予之權力終止本會委員的委任及取消會員的資格。

12.4 本會會章之闡釋，均以執行委員會之闡釋為準。

十三、 解散

13.1 助理香港總監（青少年活動）有權按照《香港童軍總會政策、組織及規條》賦予之權力解散本會。

13.2 在會員大會上超過三分之二會員同意，本會必須解散。

13.3 當本會解散後，所有之款項及資產須全部交由香港童軍總會處理。

十四、 會章修訂

14.1 本會會員如發現會章有未妥善之處，可向執行委員會提出修訂會章建議，有關建議會交由會員大會於席上提出討論，如獲超過半數出席會員贊成便可通過修訂程序。

如本會章中、英文兩個版本有任何抵觸或不相符之處，應以中文版本為準。

— 完 —

附件一
執行委員會的選舉安排
(二零二二年四月一日生效)

- 選舉周期： 每兩年一次，於會員大會內舉行
- 投票資格： 甲、香港童軍總會野外定向會會員；
乙、年滿十八歲；及
丙、出席會員大會
- 候選人資格： 甲、香港童軍總會野外定向會會員；及
乙、年滿十八歲
- 參選方法： 一、執行委員會須於選舉日前最少三十日，發出候選人參選表格予有被選權的會員。
二、候選人須列明對各職位意願。
三、填妥候選人參選表格，並須於選舉日前最少二十一日送交青少年活動署。
四、選舉委員會於選舉前，核實參選者資格。
- 選舉程序： 一、選舉乃根據職位，依次序選出“主席”、“賽事及技術主任”、“訓練主任”及“行政及推廣主任”。
二、各職位之候選人應出席會員大會，缺席之候選人仍可享有被選權。
三、如有關職位只有一名候選人，則須通過會員信任投票，信任票須多於不信任票。
四、持投票資格之會員以一人一票形式投票。
五、如遇最高票數的候選人同票，須就相關的候選人進行第二輪投票。如仍然同票，以抽籤形式決定當選人。
六、如有關職位沒有候選人，可於選舉當日經超過半數持投票資格的在場會員同意後，進行即場提名，並須得到該位被題名之會員同意下，方可以進行選舉。
七、選舉結束時，若有超過半數之職位仍然出缺，該次選舉即自動失效。執行委員會須另定日期召開特別會員大會進行補選。
- 選舉委員會： 由總會總部領袖（野外定向）組成

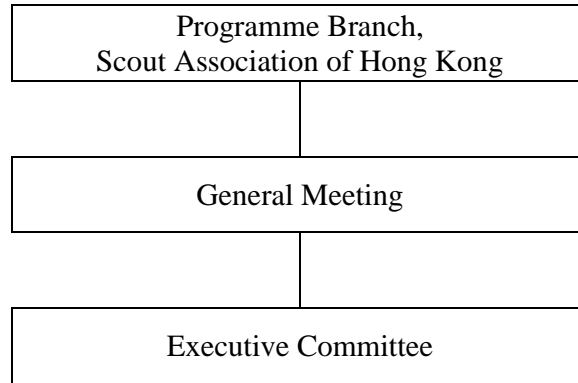
Constitution
of the Scout Orienteering Club
of the Scout Association of Hong Kong
(Effective 1 April 2024)

1. Name
 - 1.1 The Chinese name of the Club is “香港童軍總會野外定向會” (hereinafter referred to as the “Club”), and the English name is the “Scout Orienteering Club of the Scout Association of Hong Kong”; referred to as “童軍野外定向會”, “Scout Orienteering Club” or “SOC”.
2. Registered address
 - 2.1 The registered address of the Club is Room 903, 9/F, Hong Kong Scout Centre, 8 Austin Road, Tsim Sha Tsui, Kowloon, Hong Kong.
3. Date of establishment
 - 3.1 The date of establishment of the Club is 31 January 1986.
4. Object
 - 4.1 To promote and organise targeted orienteering activities in the Scout organisation;
 - 4.2 To encourage Scout members to participate in orienteering activities;
 - 4.3 To organise orienteering competitions and training activities;
 - 4.4 To select representatives to attend/participate in the orienteering activities of the Orienteering Association of Hong Kong, China;
 - 4.5 To register as a member of the Orienteering Association of Hong Kong, China as a member of the Club;
 - 4.6 To organise networking activities to enhance the contact of members.
5. Aim
 - 5.1 To encourage Scout members to participate in orienteering;
 - 5.2 To use orienteering as an activity platform to enable young members to carry out progressive medal and special medal training and testing related to orienteering projects;
 - 5.3 To encourage Scout members to receive systematic training to become orienteering athletes and coaches to help promote orienteering in Hong Kong;
 - 5.4 To organise orienteering competitions and encourage members to participate in open competitions to enhance the level of orienteering among members of the Club in the wild;
 - 5.5 To improve the culture and skills of orienteering through exchanges with local and overseas members;
 - 5.6 To attract Scout members to join and cultivate their interest in orienteering and then develop into lifelong leisure activities, so as to retain members; and
 - 5.7 To attract outsiders to join to expand the number of Scout members.
6. Mode of operation
 - 6.1 The Club operates its affairs in accordance with the management model of the Interest Groups under the Programme Branch of the Scout Association of Hong Kong (hereinafter referred to as the “Programme Branch”).

6.2 The Assistant Chief Commissioner (Programme) or his appointee shall supervise and assist in the implementation of the Club affairs as a consultant. The consultant may attend all meetings and activities of the Club.

7. Organisation and structure

7.1 Organisational diagram



7.2 The Club is an interest group under the Programme Branch of the Scout Association of Hong Kong.

7.3 General Meeting

7.3.1 The General Meeting is the highest authority organisation of the Club. The chairperson of the Meeting shall be the chairperson of the Executive Committee.

7.3.2 The chairperson and members of the Executive Committee are elected and appointed at the General Meeting (refer to Annex I of the Constitution for the election arrangements of the Executive Committee). If the chairperson is vacant, the Executive Committee shall elect the chairperson from among themselves for a term of office until the end of the current term of office. If other members become vacant during the term of office, the Executive Committee may recruit them through the meeting, and the Executive Committee members will be replaced after the meeting of the Executive Committee.

7.3.3 A General Meeting of members shall be held in March every year, and the next Executive Committee shall be elected at the General Meeting every two years. In each scout unit, no more than two people shall hold the position of members of the Executive Committee at the same time.

7.3.4 In addition to the Chairperson, the Executive Committee has the positions of Competition and Technical Officer, Training Officer, Administrative and Promotion Officer, etc.

7.3.5 The notice of convening the General Meeting must be emailed or sent to each member or other representative member ten days before the General Meeting.

7.3.6 The General Meeting shall have one-quarter of the individual members who have reached the age of 18 as the quorum. If there is still less than a quorum within half an hour of the first meeting, it will be reconvened within one month, but members must still be notified ten days in

advance. At that time, regardless of the number of participants, it will be deemed to be a quorum.

- 7.3.7 Rights and responsibilities of the General Meeting:
 - A. Review and approve the work report of the Executive Committee;
 - B. Pass the next year's training and activity plan;
 - C. Members of the next Executive Committee are elected once every two years;
 - D. Review and decide on the Conference policy; and
 - E. Deal with other important matters.

7.4 Executive Committee

7.4.1 The positions of the Executive Committee are elected and appointed at the General Meeting.

7.4.2 During the adjournment of the General Meeting, the Executive Committee will perform the affairs of the meeting. The Executive Committee shall meet regularly, and the number of meetings shall be determined by the Executive Committee according to actual needs. If necessary, the Executive Committee may convene a special General Meeting.

7.4.3 The quorum of the meeting shall be half of the number of executive members.

7.4.4 The positions of the Executive Committee shall be nominated before the General Meeting and elected at the General Meeting. The Executive Committee members may be re-elected, and the consultants of the Club may concurrently serve as executive committee members.

7.4.5 The term of office of each member of the Executive Committee is two years, from 1 April to 31 March two years later. If the General Meeting fails to elect the next Executive Committee within the term of office of the Executive Committee for various reasons, the current Executive Committee will automatically remain in office until the next Executive Committee is elected. Relevant arrangements must be filed with the Programme Branch for the record.

7.4.6 Members of the Executive Committee:

- A. Chairperson;
- B. Committee Member - Competition and Technical Officer;
- C. Committee Member - Training Officer; and
- D. Committee Member - Administrative and Promotion Officer.

7.4.7 Powers and responsibilities of the Executive Committee:

- A. Implement the purposes and objectives of the Club;
- B. Handle all executive affairs of the Club;
- C. Implement the resolutions of the General Meeting;
- D. Recruitment, training and development of members;
- E. Handling member discipline;
- F. Plan and organise training, competitions and activities for the Club and its members;
- G. After the end of each year, an annual report must be submitted to the Assistant Chief Commissioner (Programme), including:
 - (i) Training and Activity report;
 - (ii) Annual Financial Income and Expenditure Statement;

- (iii) Financial situation;
 - (iv) List of materials; and
 - (v) Member list;
 - H. Before the start of each year, the training and activity calendar and related financial budget for that year must be submitted and approved to the Assistant Chief Commissioner (Programme); and
 - I. Executive Committee meetings are held regularly. When necessary, the chairperson may convene Executive Committee meetings at any time.
- 7.4.8 Scope of work of the Executive Committee:
- A. Chairperson
 - (i) Convene and preside over the Executive Committee and other meetings related to the scope of work;
 - (ii) Supervise and execute the affairs of the Club in conjunction with other members;
 - (iii) Represent the Club and attend external meetings;
 - (iv) In conjunction with other members to ensure the implementation of the Constitution;
 - (v) Formulate an annual plan in conjunction with other members; and
 - (vi) Allocate various resources in the Club.
 - B. Committee Member - Competition and Technical Officer
 - (i) Lead the Competition and Technical working group; and
 - (ii) Co-ordinate and plan all competitions and technical matters of the Club.
 - C. Committee Member - Training Officer
 - (i) Lead the Training working group and coaching staff; and
 - (ii) Co-ordinate and plan all training matters of the Club
 - D. Committee Member - Administrative and Promotion Officer
 - (i) Lead the Administration and Promotion working group;
 - (ii) Handle the administrative work of the Club; and
 - (iii) Membership affairs and preparation of various promotional activities.
 - E. Working group

Each committee member leads the working group to which he belongs and assists in the affairs of the meeting. The members of the group are invited by the members or recommended by the members to participate. If necessary, the outside world can be invited to participate, provided that the members of the group must be approved by the Executive Committee.

7.5 Membership

- 7.5.1 Any Scout member of the Scout Association of Hong Kong who is willing to abide by the Constitution of the Club may apply for individual membership. If a member's Scout membership expires, the membership of the Club will also expire.

8. Membership fee
 - 8.1 Since 2007, the Club has cancelled the unit membership category and exempted the annual membership fee. Membership lasts from 1 April of each year to 31 March of the following year. The increase or decrease in the annual membership fee must be approved by the General Meeting before it will take effect. If a member withdraws from the Club within the validity period of the membership, he/she must notify the Executive Committee of the Club in writing.

9. Member responsibilities
 - 9.1 Abide by the rules and regulations of the Club;
 - 9.2 Attend General Meetings and Extra-ordinary General Meetings; and
 - 9.3 Actively participate in and support the activities of the Club.

10. Membership rights
 - 10.1 Members have the right to attend the General Meeting. Only members over the age of 18 can vote and participate in the election of the Executive Committee (including nomination and being nominated), and hold positions on the Executive Committee of the Club.
 - 10.2 Members can participate in training, activities, lectures, exhibitions, seminars and other activities organised by the Club.
 - 10.3 Members can register as affiliated members with the Orienteering Association of Hong Kong, China through the Club.

11. Procedures
 - 11.1 General Meeting
 - A. Chaired by the Chairperson of the Executive Committee of the Club;
 - B. Pass the minutes of the last meeting;
 - C. The Chairperson of the Executive Committee is responsible for submitting the annual meeting report;
 - D. Matters arising from minutes of the last meeting;
 - E. Election and appointment of members of the next Executive Committee every two years;
 - F. Other matters; and
 - G. Any other businesses (A.O.B.).
 - 11.2 Executive Committee Meeting
 - A. Chaired by the Chairperson of the Executive Committee of the Club;
 - B. Pass the minutes of the last meeting;
 - C. Reporting matters;
 - D. Matters arising from minutes of the last meeting;
 - E. Discussion items;
 - F. Other matters; and
 - G. Any other businesses (A.O.B.).
 - 11.3 Appointment of members of the Executive Committee
 - 11.3.1 The positions of the Executive Committee are elected and appointed at the General Meeting.
 - 11.3.2 Various appointments shall be made and announced under the supervision of the Assistant Chief Commissioner (Programme) or his designated representative.

12. Rules and regulations
 - 12.1 The relevant codes and regulations of the Programme Branch shall apply to the Club.
 - 12.2 The rules and regulations of the Club are regulated by the “Policies, Organisation and Regulations of the Scout Association of Hong Kong”.
 - 12.3 The Assistant Chief Commissioner (Programme) has the right to terminate the appointment of members of the Club and disqualify members in accordance with the powers conferred by the “Policies, Organisation and Regulations of the Scout Association of Hong Kong”.
 - 12.4 The interpretation of the Constitution of the Club is subject to the interpretation of the Executive Committee.

13. Dissolution
 - 13.1 The Assistant Chief Commissioner (Programme) has the right to dissolve the Club in accordance with the powers conferred by the “Policies, Organisation and Regulations of the Scout Association of Hong Kong”.
 - 13.2 If more than two-thirds of the members agree at the General Meeting, the Club must be dissolved.
 - 13.3 When the Club is dissolved, all funds and assets must be handed over to the Scout Association of Hong Kong for processing.

14. Amendment of the Constitution
 - 14.1 If a member of the Club finds that the Constitution is inappropriate, he or she may submit a proposal to the Executive Committee to amend the Constitution. The proposal will be submitted to the General Meeting for discussion. If more than half of the members present approve, the amendment process can be passed.

If there is any inconsistency or ambiguity between the English version and the Chinese version of this Constitution, the Chinese version shall prevail.

-End-

Annex I
Election arrangements of the Executive Committee
(Effective 1 April 2024)

- Election cycle: Once every two years, held in the General Meeting of members
- Voting qualifications: A. Member of the Orienteering Club of the Scout Association of Hong Kong;
B. Be at least 18 years old; and
C. Attend the General Meeting
- Candidate qualifications: A. Member of the Orienteering Club of the Scout Association of Hong Kong; and
B. At least 18 years old
- Election method: 1. The Executive Committee must issue candidates for election at least 30 days before the election date. The form is given to members who have the right to be selected.
2. Candidates must specify their wishes for each position.
3. Complete the candidate election form and send it to the Programme Branch at least 21 days before the Election Day.
4. The Election Committee verifies the qualifications of candidates before the election.
- Election procedures: 1. The election is based on the position, and the “Chairperson” is selected in order, then “Competition and Technical Officer”, “Training Officer” and “Administrative and Promotion Officer”.
2. Candidates for various positions should attend the General Meeting, and absent candidates can still enjoy the right to be selected.
3. If there is only one candidate for the relevant position, it must pass a vote of confidence by the members. There must be more votes of confidence than votes of no confidence.
4. Members who are eligible to vote shall vote in the form of one person and one vote.
5. If the candidate with the highest number of votes has the same vote, the relevant candidate must be first two rounds of voting. If there is still the same vote, the candidate will be determined by drawing lots.
6. If there are no candidates for the relevant position, nominations can be made on the spot on the day of the election with the consent of more than half of the members present who are eligible to vote, provided that the member being nominated consents to the nomination, then the election can proceed.
7. At the end of the election, if more than half of the positions are still vacant, the election will automatically be invalid. The Executive Committee shall convene an Extra-ordinary General Meeting on another date to conduct a by-election.
- Election Committee: Composed of the Headquarter Scouters (Orienteering) of the Scout Association of Hong Kong