

TERMS OF REFERENCE SINGAPORE PARA ATHLETES COMMISSION

1. PURPOSE

1.1. The Singapore Para Athletes Commission (SPAC) will serve:

- As the collective voice of para athletes in Singapore;
- As liaison between the Singapore National Paralympic Council (SNPC), the Singapore Disability Sports Council (SDSC) and Singapore's para athletes; and
- To promote understanding of the SNPC, SDSC, Paralympic Movement, sporting excellence, as well as fair play.

2. COMPOSITION

2.1. The SPAC will comprise up to six (6) elected members and two (2) members appointed by a Nomination Committee¹. The eight (8) members should include no more than two (2) former athletes.

2.2. The SPAC will comprise of:

- A Chairperson – Office Bearer
- A Vice-Chairperson – Office Bearer
- An Honorary Secretary – Office Bearer
- Up to five (5) other members

2.3. In addition, the SPAC will also include two (2) ex officio members: one (1) SNPC staff and the SDSC Pathway and Performance Director (or his/her alternate).

2.4. The SPAC members will internally select the Chairperson, Vice Chairperson and Honorary Secretary through a majority vote within three months of the completion of the elections, after which the SPAC appointments shall be finalised and announced.

2.5. The Chairperson of the SPAC will be appointed as a Board Member of the SNPC and SDSC, and shall represent the SPAC in the Board until the expiry of his/her term.

3. ELECTIONS

3.1. The SPAC should be elected within six (6) months of the formation of the SNPC and SDSC Boards, whichever is later.

3.2. A maximum of two (2) para athletes per sport can be elected.

¹ See Point 3.4

3.3. Nominees must be:

- At least fifteen (15) years of age in the year of the election,
- Have represented Singapore in at least two para sport major Games²; and
- Proposed and seconded by para athletes who have represented Singapore at the most recent editions of any of the major Games.

3.4. A Nomination Committee (NC), made up of two (2) representatives each from the SNPC and SDSC, will be formed before the election of the SPAC. The role of the NC is to assess the eligibility of nominees and oversee processes of nomination and election to ensure that the SPAC is able to fulfil its objectives.

4. VOTING

4.1. Para athletes who are eligible to elect the SPAC members:

- Must be at least fifteen (15) years of age in the year of the vote; and
- Have represented Singapore at the most recent editions of any of the major Games.

5. TERM

5.1. The SPAC members will be elected for a term of four (4) years, which shall expire upon the appointment of the new office bearers.

6. MEETINGS

6.1. The SPAC will meet at least once every six (6) months. Notice of each meeting, confirming the venue, time and date, and enclosing an agenda of items to be discussed shall, unless otherwise agreed by all concerned, be forwarded to each member and any other person required to attend, at least seven (7) days prior to the date of the meeting.

6.2. At least half of the membership shall constitute a quorum for the meeting. Attendance via telephone or video-conference shall be counted for purpose of constituting a quorum.

6.3. Each member shall have one vote. All decisions made by the committee shall be by a simple majority of the members present at the meeting. In the event of a tie, the Chairperson shall have the casting vote.

² For the purpose of this Terms of Reference (TOR) only, the ‘major Games’ shall refer to the ASEAN Para Games, Asian Para Games, Commonwealth Games, Paralympic Games, World Championships, and disability-specific multi-sport world-level games, such as the Virtus Global Games.