

**AMENDED AND RESTATED  
BYE-LAWS  
OF  
BERMUDA TRIATHLON ASSOCIATION**  
(Adopted at the 2015 Annual General Meeting and as amended and restated  
by written resolution of the Statutory Member adopted on  
12 January 2017

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## INTERPRETATION

### 1. Definitions

1.1 In these Bye-laws, the following words and expressions shall, where not inconsistent with the context, have the following meanings, respectively:

Act	the Companies Act 1981 as amended from time to time;
Alternate Director	an alternate director appointed in accordance with these Bye-laws;
Auditor	includes an individual, company or partnership;
Board	the board of directors appointed or elected pursuant to these Bye-laws and acting by resolution in accordance with the Act and these Bye-laws or the directors present at a meeting of directors at which there is a quorum;
Bermuda Triathlon Association	
Member	a member of the Membership Group;
Company	the company for which these Bye-laws are approved and confirmed;
Director	a director of the Company and shall include an Alternate Director;
Independent Director	a Director who: <ul style="list-style-type: none"><li>i. does not receive nor is it agreed that he should receive any non-charitable benefit from the Company or any of the Company's subsidiaries;</li><li>ii. has not received nor is it agreed that he should receive any loan from the company or any of its subsidiaries;</li><li>iii. has no interest in any material contract or proposed material contract with the Company or any of its subsidiaries;</li><li>iv. has no material interest in any person that is a party to a material contract or proposed material contract with the Company or any of its subsidiaries.</li></ul>

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Material	the word material in relation to a contract or proposed contract shall be construed as relating to the materiality of that contract or proposed contract in relation to the business of the Company.
Membership Group	the group organized pursuant to Bye-law 62;
Notice	written notice as further provided in these Bye-laws unless otherwise specifically stated;
Officer	any person appointed by the Board to hold an office in the Company;
Register of Directors and Officers	the register of directors and officers referred to in these Bye-laws;
Register of Members	the register of Statutory Members of the Company referred to in these Bye-laws;
Secretary	the person appointed to perform any or all of the duties of secretary of the Company and includes any deputy or assistant secretary and any person appointed by the Board to perform any of the duties of the Secretary; and
Statutory Member	each of the persons who subscribe their names to the memorandum of association of the Company and each of the other persons over the age of eighteen (18) years old who are admitted as Statutory Members of the Company and whose names are entered into the Register of Members pursuant to these Bye-laws, but in each case only for so long as the person remains a Statutory Member of the Company (within the meaning of the Act).

**1.2** In these Bye-laws, where not inconsistent with the context:

- (a) words denoting the plural number include the singular number and vice versa;
- (b) words denoting the masculine gender include the feminine and neuter genders;
- (c) words importing persons include companies, associations or bodies of persons whether corporate or not;
- (d) the words:
  - (i) "may" shall be construed as permissive; and
  - (ii) "shall" shall be construed as imperative; and
- (e) unless otherwise provided herein, words or expressions defined in the Act shall bear the same meaning in these Bye-laws.

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- 1.3** In these Bye-laws expressions referring to writing or its cognates shall, unless the contrary intention appears, include facsimile, printing, lithography, photography, electronic mail and other modes of representing words in visible form.
- 1.4** Headings used in these Bye-laws are for convenience only and are not to be used or relied upon in the construction hereof.

## MEMBERS

**2. Statutory Members**

The subscribers to the memorandum of association and such other persons as are admitted as Statutory Members in accordance with these Bye-laws shall be entered in the Register of Members.

**3. Application for Admission**

Statutory Members shall apply for membership in such manner as may be prescribed from time to time by the Board, including application through any online, paper or other registration system as may be approved by the Board from time to time.

**4. Admission of Statutory Members**

Statutory Members shall only be admitted to the Company upon payment of the annual or such other application fee established for membership from time to time by the Board.

**5. Joint Statutory Members**

There shall be no admission of joint Statutory Members.

**6. Cessation of Statutory Members**

A Statutory Member may cease to be a Statutory Member at any time by written notice of withdrawal to the Company or by failing to renew his/her annual membership or failing to pay his/her annual membership fee PROVIDED that if the withdrawal by the Statutory Member would result in there being no Statutory Member remaining in the Company this withdrawal shall not take effect until a successor Statutory Member has been admitted in accordance with these Bye-laws.

**7. Notice of Withdrawal**

Subject to Bye-law 6, a notice of withdrawal shall be effective two weeks after the date of receipt by the Company or such later date as is specified therein.

**8. Termination of Statutory Members**

A Statutory Member's status as a Statutory Member may be terminated by the unanimous vote of all of the other Statutory Members at a meeting of the Statutory Members convened for that purpose. Such person may speak on the motion for termination of his status as a Statutory Member.

**9. Transfer and Transmission**

The rights and privileges of a Statutory Member shall not be transferable or transmissible, but all such rights and privileges shall cease on the Statutory Member ceasing to be such, whether by death, dissolution (in the case of a Statutory Member which is a corporation), withdrawal, or otherwise.

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**REGISTRATION OF MEMBERSHIP****10. Register of Members**

The Board shall cause to be kept in one or more books a Register of Members and shall enter therein the particulars required by the Act.

**11. Inspection of Register**

The Register of Members shall be open to inspection at the registered office of the Company on every business day, subject to such reasonable restrictions as the Board may impose, so that not less than two hours in each business day be allowed for inspection.

**12. Closing of Register**

The Register of Members may, after notice has been given in accordance with the Act, be closed for any time or times not exceeding in the whole thirty days in each year.

**MEETINGS OF MEMBERS****13. Annual General Meeting**

The annual general meeting shall be held in each year (other than the year of incorporation).

**14. Time and Place of Annual General Meeting**

The annual general meeting shall be held at such time and place as the President or the Chairman or any two Directors or any Director and the Secretary or the Board shall appoint.

**15. Special General Meeting**

The President or the Chairman or any two Directors or any Director and the Secretary or the Board may convene a special general meeting whenever in their judgment such a meeting is necessary.

**16. Requisitioned General Meeting**

The Board shall, on the requisition of Statutory Members representing at the date of the deposit of the requisition not less than one-tenth of total voting rights of all the Statutory Members having at the date of the deposit carries the right to vote at general meetings, forthwith proceed to convene a special general meeting and the provisions of the Act shall apply.

**17. Notice of Annual General Meeting**

At least five days' notice of an annual general meeting shall be given to each Statutory Member entitled to attend and vote thereat.

**18. Contents of Notice of Annual General Meeting**

The notice of an annual general meeting shall state the date, place and time at which the meeting is to be held, that the election of Directors will take place thereat and as far as practicable, the other business to be conducted at the meeting.

**19. Notice of Special General Meeting**

At least five days' notice of a special general meeting shall be given to each Statutory Member entitled to attend and vote thereat.

**20. Contents of Notice of Special General Meeting**

The notice of special general meeting shall state the date, time, place and the general nature of the business to be considered at the meeting.

**21. Fixing of Record Dates for Giving Notice**

The Board may fix any date as the record date for determining the Statutory Members entitled to receive notice of and to vote at any general meeting.

**22. Short Notice**

A general meeting shall, notwithstanding that it is called on shorter notice than that specified in these Bye-laws, be deemed to have been properly called if it is so agreed by (i) all the Statutory Members entitled to attend and vote thereat in the case of an annual general meeting; and (ii) by a majority in number of the Statutory Members having the right to attend and vote at the meeting, representing not less than 95% of the total voting rights at the meeting of all the Statutory Members, in the case of a special general meeting.

**23. Accidental Omission to Give Notice**

The accidental omission to give notice of a general meeting to, or the non-receipt of a notice of a general meeting by, any person entitled to receive notice shall not invalidate the proceedings at that meeting.

**24. Giving Notice**

**24.1** A notice may be given by the Company to any Statutory Member either by delivering it to such Statutory Member in person or by sending it to such Statutory Member's address in the Register of Members or to such other address given for the purpose. For the purposes of this Bye-law, a notice may be sent by letter mail, courier service, cable, telex, telecopier, facsimile, electronic mail or other mode of representing words in a legible form.

**24.2** Any notice shall be deemed to have been served at the time when the same would be delivered in the ordinary course of transmission and, in proving such service, it shall be sufficient to prove that the notice was properly addressed and prepaid, if posted, and the time when it was posted, delivered to the courier or to the cable company or transmitted by telex, facsimile, electronic mail, or such other method as the case may be.

**25. Postponement of General Meeting**

The Secretary may postpone any general meeting called in accordance with these Bye-laws (other than a meeting requisitioned under these Bye-laws) provided that notice of postponement is given to each Statutory Member before the time for such meeting. Fresh notice of the date, time and place for the postponed meeting shall be given to each Statutory Member in accordance with these Bye-laws.

**26. Participating in Meeting by Telephone**

Statutory Members may participate in any general meeting by means of such telephone, electronic or other communication facilities as permit all persons participating in the meeting to communicate with each other simultaneously and instantaneously, and participation in such a meeting shall constitute presence in person at such meeting.



**27. Quorum at General Meeting**

**27.1** At any general meeting two or more persons present in person and representing in person or by proxy at least two Statutory Members throughout the meeting shall form a quorum for the transaction of business, provided that if the Company shall at any time have only one Statutory Member, one Statutory Member present in person or by proxy shall form a quorum for the transaction of business at any general meeting held during such time.

**27.2** If within half an hour from the time appointed for the meeting a quorum is not present, then, in the case of a meeting convened on a requisition, the meeting shall be deemed cancelled and, in any other case, the meeting shall stand adjourned to the same day one week later, at the same time and place or to such other day, time or place as the Secretary may determine. Unless the meeting is adjourned to a specific date, time and place announced at the meeting being adjourned, fresh notice of the resumption of the meeting shall be given to each Statutory Member entitled to attend and vote thereat in accordance with these Bye-laws.

**28. Chairman to Preside**

Unless otherwise agreed by a majority of those attending and entitled to vote thereat, the Chairman, if there be one, and if not the President, shall act as chairman at all meetings of the Statutory Members at which such person is present. In their absence, the Deputy Chairman or Vice President, if present, shall act as chairman and in the absence of all of them a chairman shall be appointed or elected by those present at the meeting and entitled to vote.

**29. Voting on Resolutions**

**29.1** Subject to the Act and these Bye-laws, any question proposed for the consideration of the Statutory Members at any general meeting shall be decided by the affirmative votes of a majority of the votes cast in accordance with these Bye-laws and in the case of an equality of votes the resolution shall fail.

**29.2** At any general meeting a resolution put to the vote of the meeting shall, in the first instance, be voted upon by a show of hands and, subject to these Bye-laws, every Statutory Member present in person and every person holding a valid proxy at such meeting shall be entitled to one vote and shall cast such vote by raising his or her hand.

**29.3** At any general meeting if an amendment is proposed to any resolution under consideration and the chairman of the meeting rules on whether or not the proposed amendment is out of order, the proceedings on the substantive resolution shall not be invalidated by any error in such ruling.

**29.4** At any general meeting a declaration by the chairman of the meeting that a question proposed for consideration has, on a show of hands, been carried, or carried unanimously, or by a particular majority, or lost, and an entry to that effect in a book containing the minutes of the proceedings of the Company shall, subject to these Bye-laws, be conclusive evidence of that fact.

**30. Power to Demand a Vote on a Poll**

Notwithstanding the foregoing, a poll may be demanded by any of the following persons:

- (a) the chairman of such meeting; or
- (b) at least three Statutory Members present in person or represented by proxy; or

- (c) any Statutory Member or Statutory Members present in person or represented by proxy and holding between them not less than one-tenth of the total voting rights of all the Statutory Members having the right to vote at such meeting.

### 31. Method of Taking Vote by Poll

- 31.1** Where a poll is demanded, every Statutory Member present in person or by proxy at such meeting shall have one vote and such vote shall be counted by ballot as described herein, or in the case of a general meeting at which one or more Statutory Members are present by telephone, in such manner as the chairman of the meeting may direct and the result of such poll shall be deemed to be the resolution of the meeting at which the poll was demanded and shall replace any previous resolution upon the same matter which has been the subject of a show of hands.
- 31.2** A poll demanded for the purpose of electing a chairman of the meeting or on a question of adjournment shall be taken forthwith. A poll demanded on any other question shall be taken at such time and in such manner during such meeting as the chairman (or acting chairman) of the meeting may direct and any business other than that upon which a poll has been demanded may be conducted pending the taking of the poll.
- 31.3** Where a vote is taken by poll, each person present and entitled to vote shall be furnished with a ballot paper on which such person shall record his vote in such manner as shall be determined at the meeting having regard to the nature of the question on which the vote is taken, and each ballot paper shall be signed or initialed or otherwise marked so as to identify the voter and the registered holder in the case of a proxy. At the conclusion of the poll, the ballot papers shall be examined and counted by a committee of not less than two people appointed by the chairman for the purpose and the result of the poll shall be declared by the chairman.

### 32. Instrument of Proxy

- 32.1** An instrument appointing a proxy shall be in writing or transmitted by electronic mail in substantially the following form or such other form as the chairman of the meeting shall accept:

Proxy

BERMUDA TRIATHLON ASSOCIATION (the "Company")

I/We, [insert names here], being a Statutory Member of the Company, HEREBY APPOINT [name] of [address] or failing him, [name] of [address] to be my/our proxy to vote for me/us at the meeting of the Statutory Members to be held on the [ ] day of [ ], 200[ ] and at any adjournment thereof. (Any restrictions on voting to be inserted here.)

Signed this [ ] day of [ ], 200[ ]

\_\_\_\_\_  
Statutory Member(s)

- 32.2** The instrument of proxy shall be signed or, in the case of a transmission by electronic mail, electronically signed in a manner acceptable to the chairman, by the appointor or by the appointor's attorney duly authorised in writing, or if the appointor is a corporation, either under its seal or signed or, in the case of a transmission by electronic mail, electronically signed in a manner acceptable to the chairman, by a duly authorised officer or attorney.
- 32.3** The decision of the chairman of any general meeting as to the validity of any appointment of a proxy shall be final.

**33. Representation of Corporate Statutory Member**

**33.1** A corporation which is a Statutory Member may, by written instrument, authorise such person or persons as it thinks fit to act as its representative at any meeting of the Statutory Members and any person so authorised shall be entitled to exercise the same powers on behalf of the corporation which such person represents as that corporation could exercise if it were an individual Statutory Member, and that Statutory Member shall be deemed to be present in person at any such meeting attended by its authorised representative or representatives.

**33.2** Notwithstanding the foregoing, the chairman of the meeting may accept such assurances as he thinks fit as to the right of any person to attend and vote at general meetings on behalf of a corporation which is a Statutory Member.

**34. Adjournment of General Meeting**

The chairman of a general meeting may, with the consent of the Statutory Members at any general meeting at which a quorum is present, and shall if so directed, adjourn the meeting. Unless the meeting is adjourned to a specific date, place and time announced at the meeting being adjourned, fresh notice of the date, place and time for the resumption of the adjourned meeting shall be given to each Statutory Member entitled to attend and vote thereat in accordance with these Bye-laws.

**35. Written Resolutions**

**35.1** Subject to the following, anything which may be done by resolution of the Company in general meeting or by resolution of a meeting of any class of the Statutory Members may, without a meeting and without any previous notice being required, be done by resolution in writing signed by, or in the case of a Statutory Member that is a corporation whether or not a company within the meaning of the Act, on behalf of, all the Statutory Members who at the date of the resolution would be entitled to attend the meeting and vote on the resolution.

**35.2** A resolution in writing may be signed by, or in the case of a Statutory Member that is a corporation whether or not a company within the meaning of the Act, on behalf of, all the Statutory Members, or all the Statutory Members of the relevant class thereof, in as many counterparts as may be necessary.

**35.3** A resolution in writing made in accordance with this Bye-law is as valid as if it had been passed by the Company in general meeting or by a meeting of the relevant class of Statutory Members, as the case may be, and any reference in any Bye-law to a meeting at which a resolution is passed or to Statutory Members voting in favour of a resolution shall be construed accordingly.

**35.4** A resolution in writing made in accordance with this Bye-law shall constitute minutes for the purposes of the Act.

**35.5** This Bye-law shall not apply to:

- (a) a resolution passed to remove an Auditor from office before the expiration of his term of office; or
- (b) a resolution passed for the purpose of removing a Director before the expiration of his term of office.

**35.6** For the purposes of this Bye-law, the date of the resolution is the date when the resolution is signed by, or in the case of a Statutory Member that is a corporation whether or not a company within the meaning of the Act, on behalf of, the last Statutory Member to sign and any reference in any Bye-law to the date of passing of a resolution is, in relation to a resolution made in accordance with this Bye-law, a reference to such date.

**36. Directors Attendance at General Meeting**

The Directors shall be entitled to receive notice of, attend and be heard at any general meeting.

### **DIRECTORS AND OFFICERS**

**37. Election of Directors**

**37.1** Any Director or Alternate Director must be a Statutory Member of the Company, and no person may be nominated as a Director or appointed as an Alternate Director if they are not a Statutory Member of the Company. Independent Directors shall comprise a majority of the Board of Directors.

**37.2** The Board of Directors shall be elected or appointed in the first place at the statutory meeting of the Company and thereafter, except in the case of a casual vacancy, at the annual general meeting or at any special general meeting called for that purpose.

**37.3** At any general meeting the Statutory Members may authorise the Board to fill any vacancy in their number left unfilled at a general meeting.

**38. Number of Directors**

The Board shall consist of not less than two Directors or such number in excess thereof as the Statutory Members may from time to time determine.

**39. Term of Office of Directors**

Directors shall hold office for such term as the Statutory Members may determine or, in the absence of such determination, until the next annual general meeting or until their successors are elected or appointed or their office is otherwise vacated.

**40. Alternate Directors**

**40.1** At any general meeting, the Statutory Members may elect a person or persons to act as a Director in the alternative to any one or more Directors or may authorise the Board to appoint such Alternate Directors.

**40.2** Unless the Statutory Members otherwise resolve, any Director may appoint a person or persons to act as a Director in the alternative to himself by notice in writing deposited with the Secretary. Any person so elected or appointed shall have all the rights and powers of the Director or Directors for whom such person is appointed in the alternative provided that such person shall not be counted more than once in determining whether or not a quorum is present.

**40.3** An Alternate Director shall be entitled to receive notice of all meetings of the Board and to attend and vote at any such meeting at which a Director for whom such Alternate Director was appointed in the alternative is not personally present and generally to perform at such meeting all the functions of such Director for whom such Alternate Director was appointed.

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**40.4** An Alternate Director shall cease to be such if the Director for whom he was appointed to act as a Director in the alternative ceases for any reason to be a Director, but he may be re-appointed as an alternate to the person appointed to fill the vacancy in accordance with these Bye-laws.

**41. Removal of Directors**

**41.1** Subject to any provision to the contrary in these Bye-laws, the Statutory Members entitled to vote for the election of Directors may, at any special general meeting convened and held in accordance with these Bye-laws, remove a Director provided that the notice of any such meeting convened for the purpose of removing a Director shall contain a statement of the intention so to do and be served on such Director not less than 14 days before the meeting and at such meeting the Director shall be entitled to be heard on the motion for such Director's removal.

**41.2** If a Director is removed from the Board under this Bye-law the Statutory Members may fill the vacancy at the meeting at which such Director is removed. In the absence of such election or appointment, the Board may fill the vacancy.

**42. Vacancy in the Office of Director**

**42.1** The office of Director shall be vacated if the Director:

- (a) is removed from office pursuant to these Bye-laws or is prohibited from being a Director by law;
- (b) is or becomes bankrupt, or makes any arrangement or composition with his creditors generally;
- (c) is or becomes of unsound mind or dies;
- (d) resigns his office by notice in writing to the Company; or
- (e) is no longer a Statutory Member of the Company.

**42.2** The Board shall have the power to appoint any person as a Director to fill a vacancy on the Board occurring as a result of the death, disability, disqualification or resignation of any Director and to appoint an Alternate Director to any Director so appointed.

**43. Remuneration of Directors**

The Directors shall serve without remuneration. The Directors may be paid all travel, hotel and other expenses properly incurred by them or in connection with the business of the Company or their duties as Directors generally.

**44. Defect in Appointment of Director**

All acts done in good faith by the Board, any Director, a member of a committee appointed by the Board, any person to whom the Board may have delegated any of its powers, or any person acting as a Director shall, notwithstanding that it be afterwards discovered that there was some defect in the appointment of any Director or person acting as aforesaid, or that he was, or any of them were, disqualified, be as valid as if every such person had been duly appointed and was qualified to be a Director or to act in the relevant capacity.

**45. Directors to Manage Business**

The business of the Company shall be managed and conducted by the Board. In managing the business of the Company, the Board may exercise all such powers of the Company as are not, by statute or by these Bye-laws, required to be exercised by the Company in general meeting subject, nevertheless, to these Bye-laws, the provisions of any statute and to such directions as may be prescribed by the Company in general meeting.

**46. Powers of the Board of Directors****46.1** The Board may:

- (a) appoint, suspend, or remove any manager, secretary, clerk, agent or employee of the Company and may fix their remuneration and determine their duties;
- (b) exercise all the powers of the Company to borrow money and to mortgage or charge its undertaking and property or any part thereof, and may issue debentures, debenture stock and other securities whether outright or as security for any debt, liability or obligation of the Company or any third party;
- (c) appoint one or more Directors to the office of managing director or chief executive officer of the Company, who shall, subject to the control of the Board, supervise and administer all of the general business and affairs of the Company;
- (d) appoint a person to act as manager of the Company's day-to-day business and may entrust to and confer upon such manager such powers and duties as it deems appropriate for the transaction or conduct of such business;
- (e) by power of attorney, appoint any company, firm, person or body of persons, whether nominated directly or indirectly by the Board, to be an attorney of the Company for such purposes and with such powers, authorities and discretions (not exceeding those vested in or exercisable by the Board) and for such period and subject to such conditions as it may think fit and any such power of attorney may contain such provisions for the protection and convenience of persons dealing with any such attorney as the Board may think fit and may also authorise any such attorney to sub-delegate all or any of the powers, authorities and discretions so vested in the attorney. Such attorney may, if so authorised under the seal of the Company, execute any deed or instrument under such attorney's personal seal with the same effect as the affixation of the seal of the Company;
- (f) procure that the Company pays all expenses incurred in promoting and incorporating the Company;
- (g) present any petition and make any application in connection with the liquidation or reorganisation of the Company;
- (h) delegate any of its powers (including the power to self-delegate) to a committee of one or more persons appointed by the Board which may consist partly or entirely of non-Directors, provided that every such committee shall conform to such directions as the Board shall impose on them and provided further that the meetings and proceedings of any such committee shall be governed by these Bye-laws regulating the meetings and

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proceedings of the Board, so far as the same are applicable and are not superseded by directions imposed by the Board;

- (i) delegate any of its powers (including the power to sub-delegate) to any person on such terms and in such manner as the Board may see fit;
- (j) authorise any company, firm, person or body of persons to act on behalf of the Company for any specific purpose and in connection therewith to execute any agreement, document or instrument on behalf of the Company.

**47. Register of Directors and Officers**

The Board shall cause to be kept in one or more books at the registered office of the Company a Register of Directors and Officers and shall enter therein the particulars required by the Act.

**48. Officers**

The Officers shall consist of a President and a Vice President or a Chairman and a Deputy Chairman, a Secretary and such additional Officers as the Board may determine all of whom shall be deemed to be Officers for the purposes of these Bye-laws.

**49. Appointment of Officers**

The Board shall, as soon as possible after the statutory meeting of Statutory Members and after each annual general meeting, appoint a President and Vice President or a Chairman and Deputy Chairman who shall be Directors. The Secretary, the Treasurer and additional Officers, if any, shall be appointed by the Board from time to time.

**50. Duties of Officers**

**50.1** The Officers shall have such powers and perform such duties in the management, business and affairs of the Company as may be delegated to them by the Board from time to time.

**50.2** The Directors shall impose on the Company such controls over financial transactions as are prescribed by the Charities Act 2014 and the regulations promulgated thereunder.

**51. Remuneration of Officers**

The Officers shall serve without remuneration.

**52. Conflicts of Interest**

**52.1** Any Director, or any Director's firm, partner or any company with whom any Director is associated, may act in any capacity for, be employed by, or render services to the Company and such Director or such Director's firm, partner or company shall be entitled to remuneration as if such Director were not a Director. Nothing herein contained shall authorise a Director or Director's firm, partner or company to act as Auditor to the Company.

**52.2** A Director who is directly or indirectly interested in a contract or proposed contract or arrangement with the Company shall declare the nature of such interest as required by the Act.

**52.3** Following a declaration being made pursuant to this Bye-law, and unless disqualified by the chairman of the relevant Board meeting, a Director may vote in respect of any contract or

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proposed contract or arrangement in which such Director is interested and may be counted in the quorum for such meeting.

**53. Indemnification and Exculpation of Directors and Officers**

**53.1** The Directors, Secretary and other Officers (such term to include any person appointed to any committee by the Board) for the time being acting in relation to any of the affairs of the Company or any subsidiary thereof, and the liquidator or trustees (if any) for the time being acting in relation to any of the affairs of the Company or any subsidiary thereof and every one of them, and their heirs, executors and administrators, shall be indemnified and secured harmless out of the assets of the Company from and against all actions, costs, charges, losses, damages and expenses which they or any of them, their heirs, executors or administrators, shall or may incur or sustain by or by reason of any act done, concurred in or omitted in or about the execution of their duty, or supposed duty, or in their respective offices or trusts, and none of them shall be answerable for the acts, receipts, neglects or defaults of the others of them or for joining in any receipts for the sake of conformity, or for any bankers or other persons with whom any moneys or effects belonging to the Company shall or may be lodged or deposited for safe custody, or for insufficiency or deficiency of any security upon which any moneys of or belonging to the Company shall be placed out on or invested, or for any other loss, misfortune or damage which may happen in the execution of their respective offices or trusts, or in relation thereto, PROVIDED THAT this indemnity shall not extend to any matter in respect of any fraud or dishonesty which may attach to any of the said persons. Each Statutory Member agrees to waive any claim or right of action such Statutory Member might have, whether individually or by or in the right of the Company, against any Director or Officer on account of any action taken by such Director or Officer, or the failure of such Director or Officer to take any action in the performance of his duties with or for the Company or any subsidiary thereof, PROVIDED THAT such waiver shall not extend to any matter in respect of any fraud or dishonesty which may attach to such Director or Officer.

**53.2** The Company may purchase and maintain insurance for the benefit of any Director or Officer against any liability incurred by him under the Act in his capacity as a Director or Officer or indemnifying such Director or Officer in respect of any loss arising or liability attaching to him by virtue of any rule of law in respect of any negligence, default, breach of duty or breach of trust of which the Director or Officer may be guilty in relation to the Company or any subsidiary thereof.

### MEETINGS OF THE BOARD OF DIRECTORS

**54. Board Meetings**

The Board may meet for the transaction of business, adjourn and otherwise regulate its meetings as it sees fit. A resolution put to the vote at a meeting of the Board shall be carried by the affirmative votes of a majority of the votes cast and in the case of an equality of votes the resolution shall fail.

**55. Notice of Board Meetings**

A Director may, and the Secretary on the requisition of a Director shall, at any time summon a meeting of the Board. Notice of a meeting of the Board shall be deemed to be duly given to a Director if it is given to such Director verbally (including in person or by telephone) or otherwise communicated or sent to such Director by post, cable, telex, telecopier, facsimile, electronic mail or other mode of representing



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words in a legible form at such Director's last known address or any other address given by such Director to the Company for this purpose.

**56. Participation in Meetings by Telephone**

Directors may participate in any meeting of the Board by means of such telephone, electronic or other communication facilities as permit all persons participating in the meeting to communicate with each other simultaneously and instantaneously, and participation in such a meeting shall constitute presence in person at such meeting.

**57. Quorum at Board Meetings**

The quorum necessary for the transaction of business at a meeting of the Board shall be two Directors.

**58. Board to Continue in the Event of Vacancy**

The Board may act notwithstanding any vacancy in its number but, if and so long as its number is reduced below the number fixed by these Bye-laws as the quorum necessary for the transaction of business at meetings of the Board, the continuing Directors or Director may act for the purpose of (i) summoning a general meeting; or (ii) preserving the assets of the Company.

**59. Chairman to Preside**

Unless otherwise agreed by a majority of the Directors attending, the Chairman, if there be one, and if not, the President shall act as chairman at all meetings of the Board at which such person is present. In their absence the Deputy Chairman or Vice President, if present, shall act as chairman and in the absence of all of them a chairman shall be appointed or elected by the Directors present at the meeting.

**60. Written Resolutions**

A resolution signed by all the Directors, which may be in counterparts, shall be as valid as if it had been passed at a meeting of the Board duly called and constituted, such resolution to be effective on the date on which the last Director signs the resolution. For the purposes of this Bye-law only, "the Directors" shall not include an Alternate Director.

**61. Validity of Prior Acts of the Board**

No regulation or alteration to these Bye-laws made by the Company in general meeting shall invalidate any prior act of the Board which would have been valid if that regulation or alteration had not been made.

## MEMBERSHIP GROUP

**62. Organisation of Group**

The Board may cause to be organised a Membership Group consisting of people who wish to assist with or participate in activities of the Company.

**63. Operation and Rules of the Group**

**63.1** The Board may operate the Membership Group and conduct its affairs in such manner as the Board shall deem appropriate.

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- 63.2** Without limiting the authority in Bye-law 63.1, the Board may make such rules to regulate membership in the Membership Group and the conduct and affairs of the Membership Group and the BERMUDA TRIATHLON ASSOCIATION Members as the Board shall deem appropriate, and such rules shall be binding on all BERMUDA TRIATHLON ASSOCIATION Members.

### **CORPORATE RECORDS**

#### **64. Minutes**

- 64.1** The Board shall cause minutes to be duly entered in books provided for the purpose:

- (a) of all elections and appointments of Officers;
- (b) of the names of the Directors present at each meeting of the Board and of any committee appointed by the Board; and
- (c) of all resolutions and proceedings of general meetings of the Statutory Members, meetings of the Board, meetings of managers and meetings of committees appointed by the Board.

#### **65. Place Where Corporate Records Kept**

Minutes prepared in accordance with the Act and these Bye-laws shall be kept by the Secretary at the registered office of the Company.

#### **66. Form and Use of Seal**

- 66.1** The seal of the Company shall be in such form as the Board may determine. The Board may adopt one or more duplicate seals.

- 66.2** The seal of the Company shall not be affixed to any instrument except attested by the signature of (i) a Director and the Secretary; or (ii) any two Directors; or (iii) any person appointed by the Board for that purpose, provided that any Director or Officer, may affix the seal of the Company attested by such Director or Officer's signature to any authenticated copies of these Bye-laws, the incorporating documents of the Company, the minutes of any meetings or any other documents required to be authenticated by such Director or Officer.

### **ACCOUNTS**

#### **67. Books of Account**

- 67.1** The Board shall cause to be kept proper records of account with respect to all transactions of the Company and in particular with respect to:

- (d) all sums of money received and expended by the Company and the matters in respect of which the receipt and expenditure relates;
- (e) all sales and purchases of goods by the Company; and
- (f) all assets and liabilities of the Company.

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**67.2** Such records of account shall be kept at the registered office of the Company, or subject to the Act, at such other place as the Board thinks fit and shall be available for inspection by the Directors during normal business hours.

**68. Financial Year End**

The financial year end of the Company may be determined by resolution of the Board and failing such resolution shall be 31<sup>st</sup> December in each year.

**AUDITS**

**69. Annual Audit**

Subject to any rights to waive laying of accounts or appointment of an Auditor pursuant to the Act, the accounts of the Company shall be audited at least once in every year.

**70. Appointment of Auditor**

**70.1** Subject to the Act, at the annual general meeting or at a subsequent special general meeting in each year, an independent representative of the Statutory Members shall be appointed by them as Auditor of the accounts of the Company.

**70.2** The Auditor may be a Statutory Member but no Director, Officer or employee of the Company shall, during his continuance in office, be eligible to act as an Auditor of the Company.

**71. Remuneration of Auditor**

Save in the case of an Auditor appointed pursuant to Bye-law 74, the remuneration of the Auditor shall be fixed by the Company in general meeting or in such manner as the Statutory Members may determine. In the case of an Auditor appointed pursuant to Bye-law 74, the remuneration of the Auditor shall be fixed by the Directors.

**72. Duties of Auditor**

**72.1** The financial statements provided for by these Bye-laws shall be audited by the Auditor in accordance with generally accepted auditing standards. The Auditor shall make a written report thereon in accordance with generally accepted auditing standards.

**72.2** The generally accepted auditing standards referred to in this Bye-law may be those of a country or jurisdiction other than Bermuda or such other generally accepted auditing standards as may be provided for in the Act. If so, the financial statements and the report of the Auditor shall identify the generally accepted auditing standards used.

**73. Access to Records**

The Auditor shall at all reasonable times have access to all books kept by the Company and to all accounts and vouchers relating thereto, and the Auditor may call on the Directors or Officers of the Company for any information in their possession relating to the books or affairs of the Company.

**74. Financial Statements**

Subject to any rights to waive laying of accounts pursuant to the provisions of the Act, financial statements as required by the Act shall be laid before the Statutory Members in general meeting.

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**75. Distribution of Auditor's Report**

The report of the Auditor shall be submitted to the Statutory Members in general meeting.

**76. Vacancy in the Office of Auditor**

The Board may fill any casual vacancy in the office of the auditor.

**VOLUNTARY WINDING-UP AND DISSOLUTION**

**77. Winding-Up**

The Company shall be wound up in accordance with the Act and the Company shall distribute its surplus only in accordance with the Company's memorandum of association.

**CHANGES TO CONSTITUTION**

**78. Changes to Bye-laws**

No Bye-law may be rescinded, altered or amended and no new Bye-law may be made save in accordance with the Act and until the same has been approved by a resolution of the Board and by a resolution of the Statutory Members.

**SCHEDULE**

**FORM "A"**

**Application Form**

**BERMUDA TRIATHLON ASSOCIATION (the "Company")**

I ..... of .....,

hereby apply to become a Statutory Member of the Company and on being entered into the Register of Members agree to be bound by the terms of the Memorandum of Association and the Bye-laws of the Company.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Applicant

In the presence of:  
  
\_\_\_\_\_

Witness