

# Bye-laws

**The United Kingdom  
Mutual Steam Ship  
Assurance Association  
(Bermuda) Limited**

**Managers**  
**Thomas Miller (Bermuda) Ltd.**  
Canon's Court  
22 Victoria Street  
Hamilton HM EX  
Bermuda

# Bye-laws

## Interpretation

- 1 In these Bye-Laws the following expressions shall where the context so admits have the following respective meanings:—

**“The Acts”** means every Bermuda statute from time to time in force concerning companies insofar as the same applies to the Company, and includes The United Kingdom Mutual Steam Ship Assurance Association (Bermuda) Limited Consolidation and Amendment Act 1993.

**“The Company”** means The United Kingdom Mutual Steam Ship Assurance Association (Bermuda) Limited.

**“The Companies”** means The United Kingdom Mutual Steam Ship Assurance Association (Bermuda) Limited and The United Kingdom Mutual Steam Ship Assurance Association (Europe) Limited

**“Register of Members”** means the Register of Members for the time being maintained by the Company.

**“The Rules”** means the Rules from time to time in force governing the conduct of the whole or any part of as relevant and/or applicable the business of the Company and/or the business of UK Europe.

**“Board”** means the Board of Directors of the Company.

**“The Directors”** means the members of the Board for the time being.

**“Chairman”** means the Chairman of the Board.

**“President” “Vice-President” “Secretary” and “Treasurer”** mean, respectively, only the officers of the Company having such titles.

**“The Managers”** means the Managers for the time being of the Company.

**“Ship”** (in the context of a ship entered or proposed to be entered in either of the Companies) means ship, boat or hovercraft or any other description of vessel or structure (including any ship, boat, hovercraft or other vessel or structure under construction) used or intended to be used for any purpose whatsoever in navigation or otherwise on, under, over or in water or any part thereof or any proportion of the tonnage thereof or any share therein.

**“Tonnage”** means the gross tonnage of a ship as certified in the Certificate of Registry of such ship or in any other official document relating to the registration of such ship.

**“Entered Tonnage”** means the tonnage figure recorded as entered tonnage in the certificate of entry of an entered ship

**“Ton”** means the unit of tonnage.

**“Insurance”** means any insurance or reinsurance.

**“Owner”** in relation to an entered ship means owners, owners in partnership, owners holding separate shares in severalty, part owner, mortgagee, trustee, charterer, operator or builder of such ship and any other person (not being an insurer reinsured under Rule 13) named in the certificate of entry or endorsement slip, by or on whose behalf the same has been entered in either of the Companies whether he be a member of the Company or not.

**“Reserves”** means the Reserve Fund established and maintained in accordance with the provisions of the Acts and such other reserves as the Directors may from time to time decide to establish and maintain.

**“The Seal”** means the Common Seal of the Company.

**“Year”** means calendar year unless otherwise specifically stated.

**“Month”** means calendar month.

**“Notice”** means written notice unless otherwise specifically stated.

**“May”** shall be construed as permissive.

**“Shall”** shall be construed as imperative.

**“UK Europe”** means The United Kingdom Mutual Steam Ship Assurance Association (Europe) Limited.

Words importing only the singular number shall also include the plural number and vice versa. Words importing only the masculine gender shall also include the feminine and neuter genders. Words importing persons shall also include companies or associations or bodies of persons whether corporate or unincorporated .

**“Electronic communication”** means the same as in the Electronic Transactions Act 1999 (and includes for the avoidance of doubt e-mail.)

**“In writing”** and **“written”** means visibly expressed in any mode of permanently representing or reproducing words, including telegram, facsimile transmission (fax) and other electronic communication.

**“These Islands”** means the Islands of Bermuda.

Words and expressions shall (a) bear the same meaning as in The United Kingdom Mutual Steam Ship Assurance Association (Bermuda) Limited Consolidation and Amendment Act 1993 or any statutory modification thereof in force for the time being and (b) to the extent consistent with that Act and any modification thereof in force for the time being bear the same meaning as in the Rules.

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## Membership

- 2 The Company shall consist of an unlimited number of members.
- 3 A Every Owner who has a ship entered for insurance in either of the Companies, whether in the name of the Owner or by way of reinsurance, and every insurer reinsured by either of the Companies, shall, provided the name of such Owner (or as the case may be such insurer) is entered in the Register of Members and subject to the proviso to paragraph (B) of this Bye-Law, be a member of the Company.
  - B Subject to the proviso to this paragraph, any owner who desires to enter a ship for insurance in either of the Companies, and any Owner whose ship is the subject or part of the subject of an application by an insurer for reinsurance by either of the Companies and any insurer who applies for reinsurance by either of the Companies shall, if he is not already a member of the Company, be deemed in applying for such entry or reinsurance to have agreed that if such entry or reinsurance is accepted he will thereupon become and be a member of the Company in accordance with these Bye-Laws;  
PROVIDED ALWAYS that subject to the Rules
    - a) The Managers shall have the right to require that acceptance of an application from an Owner shall be upon terms that such Owner shall not be or become a member of the Company, and
    - b) Unless otherwise agreed in writing by the Managers no insurer who applies for reinsurance by either of the Companies and no Owner whose ship is the subject or part of the subject of such application for reinsurance shall be or become a member of the Company, but in any event the insurance of every Owner and the reinsurance of every insurer shall be subject to the Acts, to these Bye-Laws and to the Rules whether or not such Owner or insurer be a member of the Company.
  - C Every Director of the Company whilst holding that office shall be a member of the Company and his name shall be entered in the Register of Members.
  - D Membership shall not be transferable or transmissible.
  - E The Register of Members shall be open to inspection by any officer of a member in person on payment of any expenses incurred. A member is not entitled to make copies of any entry in the Register.
  - F Every member shall in respect of any period during which it is a member pay to the Company such membership fee as the Directors may determine from time to time.

## **Cesser of membership**

- 4 A A member shall *ipso facto* cease to be a member:-
- i If being a member in his capacity as a Director and not otherwise, he shall cease to be a Director;
  - ii If, being an individual, he shall die or a receiving order shall be made against him or he shall make any arrangement or composition with his creditors generally;
  - iii If, being an individual, he become incapable by reason of mental disorder of managing and administering his property and affairs;
  - iv If, being a corporation, it be wound up or dissolved;
  - v If, not being a member in his capacity as a Director, he shall cease to have any ship entered for insurance in either of the Companies, whether the entry be in his name or by way of reinsurance.
  - vi If, being an insurer reinsured by the Company, he shall cease to be reinsured by either of the Companies.
- B A member who ceases to be a member and his estate, personal representatives, trustees in bankruptcy, receiver or other person authorised to act on behalf of a member who becomes incapable by reason of mental disorder of managing his property and affairs or liquidator as the case may require shall, notwithstanding such cesser, be and remain liable to pay to the Company all moneys which under these Bye-Laws or the Rules such member would, had he not ceased to be a member, have been liable to pay to the Company and/or UK Europe in respect of the period down to and including the 20th February next after the date of such cesser.

## **Meeting of members**

- 5 A general meeting of the members of the Company shall be held at least once in every year either in these Islands or elsewhere at a time and place to be fixed from time to time by the Board.
- 6 Notice of each annual general meeting of the Company shall be given by an officer of the Company in writing to each member entitled to receive notice and to attend and vote at general meetings. All such notices shall be sent not less than five business days before the meeting convenes, stating the date, time, place and objects and that the election of Directors will take place thereat.
- PROVIDED ALWAYS that only members:-
- a) who are members by reason of their position as Directors of the Company; or
  - b) who are entered in the Register of Members at least sixty days prior to the date of any general meeting of the Company shall be entitled to receive notice of and attend and vote (either in person or by proxy) at such meeting and all references in these Bye-Laws to the rights and obligations of members in respect of general meetings shall be construed accordingly.

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- 7 The Board or any two members thereof or the President may convene a special general meeting of the members upon at least five business days' notice in writing to each member. Such notice shall state the date, time, place and objects of such meeting, which may be held either in these Islands or elsewhere.
- 8 The chairman of a general meeting of the members or of a meeting of the Board or of a meeting of a committee of the Directors may, provided that a quorum is present, with the consent of a majority of those present and if so directed by the meeting, adjourn the same from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than business left unfinished at the meeting from which the adjournment took place.

## Votings at meetings of members

- 9 Five members of the Company present in person or by proxy shall constitute a quorum at any general meeting of the members.
- 10 A Where an appointment is made in writing (but not by electronic communication) the instrument appointing the proxy shall be signed under the hand of the appointor or his attorney or, if such appointor is a corporation, the proxy shall be executed on behalf of the corporation by one of its officers.  
  
B Where an appointment is made by electronic communication it shall be subject to such procedure for verifying appointments made in this manner as the Board shall from time to time specify; provided however, that if the Board has not specified any such procedure for verifying appointments made in this manner, no appointment may be made by electronic communication.  
  
C The instrument appointing a proxy shall, subject always to Bye-Law 52 hereof, be in the form in the schedule annexed hereto. A person appointed a proxy need not be a member.
- 11 A Where an appointment is made by an instrument in writing (but not by an electronic communication) the instrument appointing a proxy shall be left with the Secretary not less than twelve hours before the holding of the meeting or adjourned meeting, as the case may be, at which the person named in such instrument proposes to vote.  
  
B Where an appointment is contained in an electronic communication and an address has been specified for the purpose of receiving electronic communications
  - i in the notice convening the meeting, or
  - ii in any instrument of proxy sent out by the Company in relation to the meeting, or

- iii in any invitation contained in an electronic communication to appoint a proxy issued by the Company in relation to the meeting, the electronic communication shall be received at such address not less than twelve hours before the commencement of the meeting or adjourned meeting at which the person named in such appointment proposes to vote. In relation to electronic communications 'address' includes any number or address used for the purpose of such communications.
- 12 A All questions proposed for consideration by the members at any general meeting of the Company shall be determined by a majority of votes of those present or represented by proxy. All such questions shall be decided by a show of hands, unless a poll is demanded by the chairman of the meeting or by at least five of the members present or represented by proxy. At any general meeting, unless the matter is determined by a poll, a declaration by the chairman of that meeting that a resolution has been carried and an entry made to that effect in the minutes of the meeting shall be sufficient evidence of the fact. In the case of an equality of votes, the chairman shall have a second or casting vote.
- B Any ballot for the election of Directors pursuant to Bye-Law 14(C)(iii) shall be conducted in such manner and at such time as the Directors may from time to time decide and may be by means of a postal ballot or otherwise provided that on such ballot a member shall not vote for more candidates than there are vacancies and in respect of each candidate for whom he votes he shall be entitled to the same number of votes which he would have had on a poll. The result of such ballot shall be announced and be deemed to be an integral part of a general meeting of the Company.
- C
- i Every member shall, on a show of hands, have one vote.
  - ii On a poll members shall have the vote or votes specified in sub paragraphs (a) to (c) below, and shall be entitled to cast votes under more than one of those sub-paragraphs if qualified to do so:
    - a) A Director who is a member by virtue of Bye-Law 3(C), in his capacity as member – one vote.
    - b) A member in whose name a ship or ships is or are entered for insurance in either of the Companies on terms that such member is liable to pay a fixed premium to either of the Companies in respect of such ship or ships – one vote.
    - c) A member in whose name a ship or ships is or are entered for insurance in either of the Companies on terms that such member is liable to pay calls (as defined in the Rules) to either of the Companies
      - i For each ship whose entered tonnage is 1500 tons or more – one vote;
      - ii For other such ships each of whose entered tonnage is less than 1500 tons—one vote only, irrespective of the number of those other ships.

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PROVIDED ALWAYS that:

An insurer reinsured by either of the Companies shall not in any event be entitled to a vote under any of the sub-sections of this paragraph.

- D Where a number of persons are members of the Companies by virtue of their having jointly entered the same ship for insurance in either of the Companies, then only one member shall be entitled to receive notice of and to attend and vote (by reason of the ownership of that ship) either in person or by proxy at any general meeting of the Company and, in the absence of agreement between those members, the member first named in the relevant certificate of entry shall be the one entitled to notice and to attend and vote either in person or by proxy.

## Directors

13 The number of Directors shall be not less than ten nor more than thirty-five as the members may from time to time determine.

14 A Any person who has not attained the age of seventy shall be eligible to be appointed, elected or re-elected a Director if he is either (a) ordinarily resident in these Islands or (b) the owner or agent or a director of, or employed in an executive capacity by, a corporation which is the owner or agent of a ship or ships entered for insurance in either of the Companies to the extent of not less than 10,000 entered tons.

B No Manager and no employee of any Manager shall be eligible to be appointed or elected as a Director.

- C i At each annual general meeting those Directors who have been in office for three years since their last election or re-election shall retire from office. For the purpose of this Bye-Law, "year" means a period from one annual general meeting of the Company to the next annual general meeting.
- ii A Director retiring in accordance with Bye-Law 14(C)(i) and qualified to hold office under Bye-Law 14(A) shall be eligible for re-election.
- iii The Company at the meeting at which a Director retires in manner aforesaid may fill the vacated office by electing a qualified person thereto, and in default the retiring Director shall if offering himself for re-election be deemed to have been re-elected, unless at such meeting it is expressly resolved not to fill such vacated office or unless a resolution for the re-election of such Director shall have been put to the meeting and lost. If there shall be more candidates than vacancies for any office(s) of Director, then the persons to be elected shall be selected by ballot conducted in accordance with the provisions of Bye-Law 12(B).
- iv No person other than a Director retiring at the meeting shall be eligible for election to the office of Director at any general meeting unless not later than 30th June in the year in which such general

meeting is held there shall have been delivered to the registered office of the Company:

- a) notice in writing signed by at least five members none of whom has any commercial, proprietary or business interests in any ship entered for insurance in either of the Companies by or on behalf of any of the other members whose names appear in the said notice, and each of whom is duly qualified to attend and vote at such meeting, of their intention to propose such person for election; and
  - b) notice in writing signed by that person of his willingness to be elected.
- v The Directors shall have power from time to time and at any time to appoint any qualified person to fill a casual vacancy in the Board of Directors, and the continuing Directors may act, notwithstanding any vacancy in their number provided that in the event that the number of continuing Directors has been reduced below the number of ten the continuing Directors must immediately appoint a sufficient number of persons to restore the number of continuing Directors to a minimum of ten. Any Director so appointed shall hold office only until the next following annual general meeting, and, provided always that he is qualified to hold office under Bye-Law 14(A), shall then be eligible for re-election.

15 A The business of the Company shall be managed by the Directors who may pay all expenses incurred in promoting and incorporating the Company, and who, in addition to the powers and authorities by these Bye-Laws or the Rules or otherwise expressly conferred upon them, may exercise all such powers and do all such acts and things as may be exercised or done by the Company and as are not hereby or by statute expressly directed to be exercised or done by the Company in general meeting, subject nevertheless to the provisions of any statute and of these Bye-Laws and the Rules. Subject to the provisions of these Bye-Laws the business of the Company shall be conducted in accordance with Rules from time to time adopted by the Company in general meeting which may at any time be altered, abrogated or added to by the Company in general meeting.

B Without prejudice to the generality of the foregoing the Directors may exercise all the powers of the Company to borrow money and to mortgage or charge its undertaking and property or any part thereof or to issue debentures or other securities.

16 The Directors shall exercise a general supervision over the affairs of the Company and without limitation of the foregoing they shall be responsible for the correct keeping of the books and for the safekeeping of all moneys and securities of the Company and shall submit their books, accounts and vouchers to the auditor whenever required so to do and shall furnish such information and explanations to the auditor as may be necessary for the performance of his duties.

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- 17 The Directors may delegate any of their powers to committees consisting of two or more of the Directors, and such other persons (not being Directors) as the Directors may think appropriate, but every such committee, shall conform to such directions as the Directors shall impose on it.
- 18 The Directors may from time to time delegate to the Managers such of the powers, duties or discretions hereby or by the Rules vested in the Directors as they may think fit and such powers, duties or discretions may be made exercisable for such period and upon such terms and conditions and subject to such restrictions as the Directors may determine and the Directors may at any time revoke such delegation: Provided that nothing hereinbefore in this Bye-Law contained shall entitle the Directors to delegate to the Managers any of the powers, duties or discretions of the Directors:-
- A Which are required by law to be exercised by the Directors personally, or
  - B Which relate to general meetings of the proceedings thereat, or
  - C Which are conferred by Bye-Laws 15(B) or 20, or
  - D Which relate to meetings of the Directors or committees of the Directors or the proceedings thereat, or
  - E Which relate to the appointment of Managers or the Secretary, or
  - F Which relate to the Seal, Reserves, accounts or notices of general meetings; And so that:-
    - i The Directors may at any time and from time to time by notice in writing to the Managers revoke or vary any such delegation, term, condition or restriction as aforesaid, and
    - ii Nothing hereinbefore in this Bye-Law contained and no such delegation as aforesaid shall constitute the Managers directors of the Company.
- 19 A A Director may hold any other office or position of profit with the Company or any body corporate in which the Company is interested (except that of auditor) in conjunction with his office of Director for such period and upon such terms as the Board may determine, and may be paid such extra remuneration therefor (whether by way of salary, commission, participation in profits or otherwise) as the Board may determine, and such extra remuneration shall be in addition to any remuneration provided for by or pursuant to any other Bye-Law.
- B A Director may act by himself or his firm in a professional capacity for the Company (otherwise than as auditor) and he or his firm shall be entitled to remuneration for professional services as if he were not a Director.

- C Subject to the provisions of the Acts and the Rules, a Director may notwithstanding his office be a party to, or otherwise interested in, any transaction or arrangement with the Company or in which the Company is otherwise interested; and be a director or other officer of, or employed by, or a party to any transaction or arrangement with, or otherwise interested in, any body corporate promoted by the Company or in which the Company is interested. The Board may also cause the voting power conferred by the shares (or otherwise conferred) in any other company held or owned by the Company to be exercised in such manner in all respects as it thinks fit, including the exercise thereof in favour of any resolution appointing the Directors or any of them to be directors or officers of such other company, or voting or providing for the payment of remuneration to the directors or officers of such other company.
- D So long as, where it is necessary, he declares the nature of his interest at the first opportunity at a meeting of the Board or by writing to the Directors as required by the Acts, a Director shall not by reason of his office be accountable to the Company for any benefit which he derives from any office or employment to which these Bye-Laws allow him to be appointed or from any transaction or arrangement in which these Bye-Laws allow him to be interested, and no such transaction or arrangement shall be liable to be avoided on the ground of any interest or benefit.
- E Subject to the Acts and the Rules and any further disclosure required thereby, a general notice to the Directors by a Director or officer declaring that he is a director or officer or has an interest in a person and is to be regarded as interested in any transaction or arrangement made with that person, shall be a sufficient declaration of interest in relation to any transaction or arrangement so made.
- F Subject to the provisions of the Rules, a Director who to his knowledge is in any way, whether directly or indirectly, interested in a contract or proposed contract, transaction or arrangement with the Company and has complied with the provisions of the Acts and these Bye-Laws with regard to disclosure of his interest shall be entitled to vote in respect of any contract, transaction or arrangement in which he is so interested and if he shall do so his vote shall be counted, and he shall be taken into account in ascertaining whether a quorum is present.
- 20 The remuneration of the Directors shall be such sum (if any) as shall from time to time be voted to them by the Company in general meeting, and any such sum (unless otherwise determined by the resolution by which it is voted) shall be divided amongst the Directors as they shall resolve or, failing such resolution, equally. The Directors' remuneration shall be deemed to accrue *de die in diem*.

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- 21 The Directors shall also be entitled to be paid all travelling, hotel and other expenses properly incurred by them in attending and returning from meetings of the Directors or of committees of the Directors or of general meetings of the Company or otherwise in connection with the business of the Company.
- 22 The quorum necessary for the transaction of the business of the Board shall be two. Any Director or member of a committee of Directors may participate in a meeting of the Directors or of such committee by means of a conference telephone or any communication equipment which allows all persons participating in the meeting to communicate with and hear each other. A person so participating shall be deemed to be present at the meeting and shall be entitled to vote and be counted in the quorum accordingly. Such a meeting shall, unless otherwise agreed by the participants, be deemed to take place where the largest group of those participating is assembled or, if there is no such group, at the place where the chairman of the meeting is participating.
- 23 Questions arising at any meeting of the Directors shall be decided by a majority of those present and entitled to vote. In the case of an equality of votes the chairman shall have a second or casting vote.
- 24 The Secretary on the requisition of any Director shall and a Director may, at any time summon a meeting of the Directors. Notice of meetings of the Directors may be by telephone or otherwise.
- 25 A resolution in writing signed or otherwise approved by three-quarters of the Directors shall be as valid and effectual as if it had been passed by a meeting of the Board duly called and constituted.
- 26 A The office of Director shall immediately be vacated if the Director:-
- i Ceases to be eligible for appointment, election or re-election as provided in Bye-Law 14 or
  - ii Resigns his office by notice in writing to the Company.
- B Subject to any provisions to the contrary contained in the Acts the members may at any special or annual general meeting convened and held in accordance with the Bye-Laws remove a Director. The notice of any such meeting shall contain a statement of the intention so to do and at any such meeting such Director shall be entitled to be heard on the matter of his removal. Nothing in this Bye-Law shall have the effect of depriving any person of any compensation or damages which may be payable to him in respect to the termination of his appointment as a Director of the Company or of any other appointment with the Company. A vacancy upon the Board created by the removal of a Director under the provisions of this Bye-Law may be filled by election of the members at the meeting at which such Director is removed and, in the absence of such election, there shall be deemed to be a vacancy which may be filled in accordance with the provisions of Bye-Law 14(C)(v).

## **Minutes**

- 27 The Directors 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 Directors and of any committee of the Directors;
  - C Of all orders made by the Directors and committees of the Directors; and
  - D Of all resolutions and proceedings of each general meeting of the members and of each meeting of the Directors or any committee of the Directors.

## **Officers other than Directors**

- 28 The officers of the Company may consist of a President, one or more Vice-Presidents, a Secretary and such other officers, including a Chairman of the Board, as the Directors may from time to time determine.
- 29 The Directors shall as soon as conveniently may be after each annual election of Directors, choose or elect one of their number to be the President and one or more of their number to be Vice-Presidents and, if the Board desires to have a Chairman of the Board, the Directors shall choose or elect such officer from their number. Other officers may be appointed as the Directors may from time to time determine.
- 30 The Secretary shall be appointed by the Directors and shall hold office during the pleasure of the Directors. The Secretary need not be a Director.
- 31 A Treasurer may be appointed by the Directors and shall hold office during the pleasure of the Directors. The Treasurer need not be a Director.
- 32 Other officers, such as Assistant Secretaries and Assistant Treasurers, may be appointed by the Directors and shall hold office during the pleasure of the Directors.
- 33 The same person may hold the offices of Chairman of the Board, President, Secretary and Treasurer. Any of the Vice-Presidents may also hold the offices of Secretary or Treasurer.
- 34 The Chairman of the Board, if any, shall act as chairman at all meetings of the members and at all meetings of the Board at which he is present. In his absence, the President, if present, shall act as chairman and, in the absence of both of them, one of the Vice-Presidents shall act as chairman. If none of them is present, a chairman shall be appointed or elected by those present at the meeting.

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35 The Secretary or an Assistant Secretary if there be one shall attend all meetings of the members, of the Board and of committees of the Directors, keep correct minutes of such meetings and enter the same in proper books provided for the purpose. They shall perform such other duties as are prescribed by the Acts or Bye-Laws, or as shall be prescribed by the Directors from time to time.

## **Managers**

36 Thomas Miller (Bermuda) Ltd shall be the Managers of the Company.

37 The Managers shall be entitled to attend all meetings of the Directors and of committees of the Directors and all annual or special general meetings of the Company.

38 In addition and without prejudice to any powers, duties and discretions for the time being delegated to the Managers pursuant to these Bye-Laws, the Managers may exercise and discharge all such powers, duties and discretions as may be conferred or imposed upon the Managers by the Rules.

39 Whenever any power, duty or discretion is delegated to the Managers pursuant to these Bye-Laws or is conferred or imposed upon the Managers by the Rules, such power, duty or discretion may, subject to any terms, conditions or restrictions imposed upon the Managers in relation thereto either pursuant to these Bye-Laws or (as the case may be) by the Rules, be exercised by any one or more of the Managers or by any servant or agent of the Managers to whom the same shall have been delegated or sub delegated.

## **Accounts**

40 Any moneys for the time being in the hands of the Company and not immediately required to meet any claims, expenses and outgoings to which under these Bye-Laws or the Rules the same are applicable and the Reserves may be invested in such investments as the Directors think fit.

41 The Directors shall cause true accounts to be kept of all transactions of the Company in such manner as to show the assets and liabilities of the Company for the time being and the books of account shall at all times be kept at the registered office of the Company or at such other place as the Directors may from time to time determine and shall always be open to the inspection of the Directors.

42 The Board of Directors shall cause the accounts of the Company to be audited once at least in every fiscal year by the auditor appointed in conformity with Bye-Law 43 and such audited accounts shall be laid before the members at the annual general meeting in each year and shall be open to inspection by any member.

## **Audit**

- 43 At the annual general meeting or at a subsequent special general meeting, an independent representative of the members shall be appointed as auditor of the accounts of the Company and such auditor shall hold office until the members shall appoint another auditor. Such auditor shall not be a Director or officer of the Company during his continuance in office.
- 44 The remuneration of the auditor shall be fixed by the members at the time of their appointment or subsequently and they may delegate this duty to the Directors.
- 45 If the office of auditor becomes vacant or the auditor is incapable of performing his duties, the Directors shall as early as practicable convene a special general meeting of the members to appoint an auditor to fill the vacancy or an acting auditor to act during the incapacity of the auditor.
- 46 A The auditor shall examine such books, accounts and vouchers as may be necessary for the performance of his duties.
- B The auditor shall make a report to the members of the accounts examined by him at the annual general meeting in each year.
- C The auditor shall be furnished with a list of all books kept by the Company and shall at all times have the right of access to the books, accounts and vouchers of the Company and shall be entitled to require from the Directors such information and explanation as may be necessary for the performance of his duties.
- D The auditor shall be entitled to attend any general meeting of the Company at which any accounts which have been examined or reported on by him are to be laid before the Company and to make any statements or explanations he may desire with respect to the accounts and notice of every such meeting shall be given to the auditor in the manner prescribed for members.

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### Notices

47 Except as otherwise prescribed in the Acts, these Bye-Laws or the Rules, a notice or other document may be served by the Company on any member either by sending it by courier or through the post in a prepaid letter or by sending it by telegram, cable, radio telegraph, facsimile transmission (fax), or electronic communication, addressed to such member:

- i at the address which shall have been expressly furnished by him to the Company as the address at which notices from the Company may be served upon him (including, for electronic communication, any address furnished for that purpose); or
- ii if no such address shall have been furnished, at his address as appearing in the Register of Members.

48 A Any notice or other document if sent by courier or by post shall be deemed to have been served on the day following the day on which it was handed to the courier or put into the post, and in proving such service it shall be sufficient to prove that the notice or document was properly addressed and handed to the courier or stamped and put into the post.

B Any notice or other document if sent by telegram, cable, radio telegraph, facsimile transmission (fax) or electronic communication shall be deemed to have been served on the day on which it was transmitted.

49 Nothing in these Bye-Laws shall require the Company to accept any electronic communication (including any proxy):

- i other than at the address supplied by the Company for the purpose;
- ii found or suspected to contain a computer virus or to be otherwise contaminated;
- iii other than in compliance with any verification procedure applied by the Company from time to time, and, for the avoidance of doubt, if no verification procedure has been adopted by the Company, the Company shall not be required to accept any electronic communication for any purpose under these Bye-Laws.

### Seal

50 The Directors shall provide for the safe custody of the Seal, which shall only be used by authority of the Board or of any committee of the Directors authorised by the Board in that behalf and every instrument to which the Seal shall be affixed shall be signed by a Director or the Secretary or by some other person appointed by the Board for the purpose. Any document required to be executed as a deed on behalf of the Company may be signed or executed by any person authorised by the Board for that purpose, without the use of the Seal.

## Alteration of Bye-Laws

51 The Board may from time to time revoke, alter, amend or add to the Bye-Laws. However, no such revocation, alteration, amendment or addition shall be operative unless or until it is confirmed at a special general meeting or at the next annual general meeting.

## Form of proxy

52 The form of proxy in the schedule which is part of the Bye-Laws shall be used subject to such variations or alterations to meet the circumstances of particular cases as may be necessary and as the Directors may approve.

## Indemnity

53 A Every Director and other officer of the Company, any member of a committee duly constituted under these Bye-Laws and the Managers (as defined in paragraph (C) of this Bye-Law) shall be indemnified by the Company against, and it shall be the duty of the Directors out of the funds of the Company to pay, all costs, liabilities, losses, damages and expenses (including but not limited to liabilities under contract, tort and statute or any applicable foreign law or regulation and all reasonable legal and other costs and expenses properly payable) incurred or suffered by him as such Director, officer of the Company, or the Managers (as the case may be), and the indemnity contained in this Bye-Law shall extend to any person acting as a Director, officer of the Company, or the Managers in the reasonable belief that he has been so appointed or elected notwithstanding any defect in such appointment or election.

PROVIDED ALWAYS that:

The indemnity contained in this paragraph (A) shall not extend to any matter which would render it void at law.

B Every person specified in paragraph (A) shall be indemnified out of the funds of the Company against all liabilities incurred by him as such Director, officer of the Company or the Managers in defending any proceedings, whether civil or criminal, in which judgement is given in his favour, or in which he is acquitted, or in connection with any application under the Companies Acts in which relief from liability is granted to him by the court.

C For the purposes of this Bye-Law “the Managers” means the Managers and any and all servants and agents of the Managers to whom duties of the Managers have been entrusted.

## Bye-laws

D The indemnity provided in paragraphs (A) and (B) of this Bye-Law shall be extended to the directors, other officers, committee members and managers of any subsidiary companies wholly owned or controlled by the Company.

54 No person specified in Bye-Law 53 shall be liable for the acts, receipts, neglects or defaults of any other such person, or for joining in any receipt or other act for conformity, or for any loss or expense happening to or incurred by the Company through the insufficiency or deficiency of title to any property acquired by order of the Directors for or on behalf of the Company, or for the insufficiency or deficiency of any security in or upon which any of the moneys of the Company may be or have been invested, or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person with whom any moneys, securities or effects are or have been deposited, or for any loss occasioned by any error of judgement, omission, default or oversight on his part, or for any other loss, damage or misfortune whatever which happens in relation to the Company or any subsidiary thereof.

PROVIDED ALWAYS that:

The exemption of liability contained in this Bye-Law shall not extend to any matter which would render it void at law.

55 The indemnification and exemption of liability provided by, or granted pursuant to, these Bye-Laws shall, unless otherwise provided when authorised or ratified, continue as to a person who has ceased to hold the position for which he is entitled to be indemnified or exempted from liability and shall inure to the benefit of the heirs, executors and administrators of such a person.

**Form of proxy**

The undersigned, a Member of The United Kingdom Mutual Steam Ship Assurance Association (Bermuda) Limited, hereby appoints .....

.....

or .....Or.....

to be the undersigned's proxy in the order named to vote on behalf of the undersigned at the (Annual or Special, as the case may be) General Meeting of the Company to be held on

.....20.....

and at any adjournment thereof.

Please indicate with a tick in the space below how you wish your vote to be cast:

For                      Against

Resolution (1)

Resolution (2)

etc.

Unless otherwise instructed, the proxy will vote as he thinks fit.

As witness the hand of the undersigned this day

of.....20.....

By:.....

