

## CONSTITUTION

### PERSATUAN ALUMNI UNIVERSITI SUN YAT-SEN TAIWAN, MALAYSIA (SUN YAT-SEN UNIVERSITY TAIWAN ALUMNI ASSOCIATION OF MALAYSIA)

#### CLAUSE 1 NAME

1. The Association shall be known as

#### **PERSATUAN ALUMNI UNIVERSITI SUN YAT-SEN TAIWAN, MALAYSIA (SUN YAT-SEN UNIVERSITY TAIWAN ALUMNI ASSOCIATION OF MALAYSIA)**

Hereinafter referred to as "the Association".

2. Meaning of name :
3. Level : **Kebangsaan**

#### CLAUSE 2 ADDRESS

1. The registered address is

**9A, JALAN SS 2/64,  
47300 PETALING JAYA  
SELANGOR**

or at such other place as may from time to time be decided by the Committee; and the postal address is

**9A, JALAN SS 2/64,  
47300 PETALING JAYA  
SELANGOR**

2. The registered and postal addresses shall not be changed without the prior approval of the Registrar of Societies.

#### CLAUSE 3 OBJECTIVE

- 1.To promote and foster friendship among the graduates and undergraduates of the Sun Yat-Sen University Taiwan in Malaysia and Overseas;
- 2.To contribute fully to the development of the society and the country;
- 3.To look after the welfare of its members;
- 4.To promote education and other cultural activities;
- 5.To promote charitable and goodwill activities;
- 6.To provide scholarship to members and their children.

## **CLAUSE 4 MEMBERSHIP**

1. There shall be three types of membership:

a. Ordinary Membership

Ordinary membership is opened to all Malaysian citizens above 18 years of age who are graduates or undergraduates of Sun Yat-Sen University, Taiwan.

b. Life Membership

Open to ordinary members who pays annual subscription as lump-sum.

c. Associate Membership

i. Graduates or undergraduates or lecturers of Sun Yat-Sen University who are now staying in Malaysia, but non-citizens of this country, may be admitted as associate membership.

ii. Spouses or children of members, above 18 years of age.

iii. They cannot vote and be voted.

2. Application For Membership

Every application for membership shall be proposed and seconded by two existing members and shall be forwarded to the Secretary who shall at the first convenient opportunity, submit it to the Committee for approval. The Committee may at its discretion reject any application without assigning any reason therefor.

## **CLAUSE 5 RESIGNATION AND TERMINATION**

Any member or Committee Member who wishes to resign from the Society shall give one month notice in writing to the Secretary who shall at the first convenient opportunity submit it to the Committee for approval.

## **CLAUSE 6 SOURCE OF INCOME**

The source of income of the Society comes from membership fee, donations and other dues

a. Membership fee: The said fee for all members shall be Fifty Ringgit (RM50.00) as

Life

Membership.

b. Donations: Members can donate any unlimited amount of fund.

## **CLAUSE 7 GENERAL MEETING**

1. The supreme authority of the Society is vested in a General Meeting of the members. At least one-half of the total voting memberships of the Society or the voting members present represent twice the total number of Committee Members

must be present at a General Meeting for its proceedings to be valid and to constitute a quorum.

2.If half an hour after the time appointed for the meeting a quorum is not present, the meeting shall be postponed to a date not exceeding 21 days to be decided by the Committee; and if a quorum is not present half an hour after the time appointed for the postponed meeting, the members present shall have power to proceed with the business of the day but they shall not have power to alter the Rules of the Society or make decisions affecting the whole membership.

3.An Annual General Meeting of the Society shall be held as soon as possible after the close of each financial year not later than 31 March on a date and at a time and place to be decided by the Committee. The business of the Annual General Meeting shall be:

- (a)To receive the Committee's report on the working of the Society during the previous year;
- (b)To receive the Treasurer's report and the audited accounts of the Society for the previous year;
- (c)To elect a Committee and to appoint auditors once in two 2 years;
- (d)To deal with such other matters as may be put before it.

4.The Secretary shall send to all members at least 14 days before the meeting an agenda including copies of minutes and reports, together with the audited accounts of the Society for the previous year. Copies of these documents will also be made available at the registered place of business of the Society for the perusal of members.

5.An Extraordinary General Meeting of the Society shall be convened:

- (a)Whenever the Committee deems it desirable;or
- (b)At the joint request in writing of not less than twenty members, stating the objects and reasons for such meeting.

6.An Extraordinary General Meeting requisitioned by members shall be convened for a date within thirty days of the receipt of such requisition.

7.Notice and agenda for an Extraordinary General Meeting shall be forwarded by the Secretary to all members at least fifteen days before the date fixed for the meeting.

8.Paragraphs 1 and 2 of this rules regarding the postponement of an Annual General Meeting shall apply also to an Extraordinary General meeting, but with the proviso that if no quorum is present after half an hour from the time appointed for a postponed Extraordinary General Meeting requisitioned by the meeting shall be cancelled, and no Extraordinary General Meeting shall be requisitioned for the same purpose until after the lapse of at least six months from the date thereof.

9.The Secretary shall forward to all members a copy of the draft minuted of each Annual and Extraordinary General Meeting as soon as possible after its conclusion.

1.A Committee consisting of the following, who shall be termed the office-bearers of the Society.

A President

A Vice-President

A Secretary

An Assistant Secretary

A Treasurer

Ten ordinary Committee Members.

All office bearer shall be Malaysian Citizen:

2.The function of the Committee is to organize and supervise the day-to-day activities of the Society and to make decisions on matters affecting its running within the general policy laid down by the General Meeting. The Committee may not act contrary to the express wishes of the General Meeting without the prior reference to it and shall always remain subordinate to the General Meeting. It shall furnish a report to each Annual General Meeting on its activities during the previous year.

3.The Committee shall meet at least once every three months and 7 days notice of each meeting shall be given to the members. The President acting alone, or not less than three of its members acting together may call for a meeting of the Committee to be held at any time. At least one half of the Committee members must be present for its proceedings to be valid and to constitute a quorum.

4.Where any urgent matter requiring the approval of the Committee arises and it is not possible to convene a meeting, the Secretary may obtain such approval by means of a circular letter. The following conditions must be fulfilled before a decision of the Committee is deemed to have been obtained:

a.The issue must be clearly set out in the circular and forwarded to all members of the Committee;

b.At least one-half of the members of the Committee must indicate whether they are in favour or against the proposal;and

c.The decision must be by a majority vote.

5.Any member of the Committee who fails to attend three consecutive meetings of the Committee without satisfactory explanation shall be deemed to have resigned from the Committee.

6.In the event of the death or resignation of a member of the Committee the candidate who received the next highest number of votes at the previous election for the post affected shall be invited to fill the vacancy. If there is no such candidate or if such candidate declined to accept office, the Committee shall have the power to co-opt any other member of the society to fill the vacancy until next election at Annual General Meeting.

7.The committee shall give instructions to the Secretary and other officers for the conduct of the affairs of the Society. It may appoint such officers and staff as it deems necessary. It may suspend or dismiss any officers or member of the staff for neglect of duty, dishonesty, incompetence, refusal to carry out the decisions of the

Committee, or for any other reason which it deems good and sufficient in the interest of the society.

8. Between Annual General Meetings the Committee shall interpret the rules of the Society and, when necessary, determine any point on which the rules are silent.

9. Except where they are contrary to or inconsistent with the policy previously laid down by the General Meeting the decisions of the committee shall be binding on all members of the Society unless and until countermanded by a resolution of a General Meeting.

## **CLAUSE 9 DUTIES OF OFFICE BEARERS**

1. The President shall during his term of the office preside at all General Meetings and all meetings of the Committee and shall be responsible for the proper conduct of all such meetings. He shall have the casting vote and shall sign the minutes of each meeting at the time they are approved. He shall in conjunction with Secretary and Treasurer, sign all cheques on behalf of Society.

2. The Vice-President shall deputise for the President during the latter's absence.

3. The Secretary shall conduct the business of the Society in accordance with the rules, and shall carry out the instructions of the General Meeting and of the Committee. He shall be responsible for conducting all correspondence and keeping all books, documents and paper except the accounts and financial records. He shall attend all meetings, and record the proceedings. He shall maintain a proper membership register of the members consisting of details such as name, identity card no., date/place of birth, occupation, name/address of employer and residential address. In conjunction with the President and the Treasurer he shall sign all cheques on behalf of the Society. He shall file annual returns within 60 days from the date of the annual general meeting to the Registrar of Societies.

4. The Assistant Secretary shall assist the Secretary in carrying out his duties and shall act for him in his absence.

5.The Treasurer shall be responsible for the finances of the Society.He shall keep accounts of all its financial transactions and shall be responsible for their correctness.He shall,in-conjunction with the President and the Secretary sign all cheques on behalf of the Society.

6.The Ordinary Committee Members shall carry out such duty as directed by the President or the Committee.

#### **CLAUSE 10 FINANCIAL PROVISION**

1.Subject to the following provisions in this rules, the funds of the Society may be expended for any purpose necessary for the carrying out of its objects,including the expenses of its administration,the payment of salaries,allowance and expenses of its office-bearers and paid staff,and the audit of its accounts,but they shall on no account be used to pay the fine of any member who may be convicted in a court of law.

2.The Treasurer may hold a petty cash advance not exceeding RM500.00 at any one time. All money in excess of this sum shall within seven days of receipt be deposited in a bank approved by the Committee.The bank account shall be in the name of the Society.

3.All cheques or withdrawal notices on the Society's account shall be signed jointly by the President (or in his absence the Vice-President),the Secretary and the Treasurer.In the absence of the Secretary or the Treasurer the Committee shall appoint one of its members to sign in his place.

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4.No expenditure exceeding RM500.00 at any one time shall be incurred without the prior sanction of the Committee,and no expenditure exceeding RM3000.00 in

any month shall be incurred without the prior sanction of a General Meeting. Expenditure less than RM500.00 in any month shall any may be incurred by President together with the Secretary or the Treasurer.

5. As soon as possible after the end of each financial year i.e 31st of October, as statement of receipts and payments and a balance sheet for the year shall be prepared and audited by the Auditors appointed under rule 10. The audited accounts shall be submitted for the approval of the next Annual General meeting, and copies shall be made available at the registered place of Business of the Society for the perusal of members. The financial year of the Society shall commence on the first day of November and end on the 31st of October annually.

#### **CLAUSE 11 AUDITORS**

(1) Two persons, who shall not be office-bearers of the Society, shall be appointed, by the Annual General Meeting as Honorary Auditors. They shall hold office for two year only and shall not be reappointed.

(2) The Auditors shall be required to audit the accounts of the Society for the year, and to prepare a report or certificate for the Annual General Meeting. They may also be required by the President to audit the accounts of the Society for any period within their tenure of office at any date, and to make a report to the Committee.

#### **CLAUSE 12 PROPERTY ADMINISTRATOR / TRUSTEES**

(1) Three Trustees, who must be over 21 years of age, shall be appointed at the Annual General Meeting shall hold office during the pleasure of the Society. They shall have vested in them all immovable property whatsoever belonging to the society upon execution of Deed of Trust.

(2) The trustees shall not sell, withdraw or transfer any of the property of the Society

without the consent and authority of a General Meeting of numbers.

(3)A Trustee may be removed from office by the General Meeting on the grounds that, owing to ill health. Unsoundness of mind, absence from the country or for any other reasons, he is unable to perform his duties or unable to do so satisfactorily. In the event of the death, resignation or removal of a Trustee the vacancy shall be filled by a New Trustee appointed by a general meeting.

### **CLAUSE 13 INTERPRETATION**

1. Between annual general meetings the committee shall interpret the rules of the Society and when necessary, determine any point on which the rules are silent.

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2. Except where they are contrary to or inconsistent with the policy previously laid down by the general meeting, the decisions of the Committee shall be binding on all members of the Society unless and until countermanded by a resolution of a general meeting.

### **CLAUSE 14 ADVISOR / PATRON**

The Committee shall if it deems fit and necessary appoint qualified persons to be the Advisor or Patron of the Society. The person appointed must give his consent in writing.

### **CLAUSE 15 PROHIBITION**

a. Opium smoking on the premises and the introduction of prostitutes and bad characters into the premises are strictly prohibited.

b. None of the following games shall be played in the premises of the Society: Roulette, Lotto, Fan Tan, Poh Peh Bin, Belangkai, Pai Kau, Tau Ngau, Tien



Kow,Chap Ji Kee,Sam Cheong,Twenty-One,Thiry-One,Video Game,Ten and a half,all games of dice,bankers' games and all games of mere chance.

c.Neither the society nor its members shall attempt to restrict or in any other manner interfere with the trade or prices or engage in any Trade Union activities as defined in the Trade Union Ordinance,1959.

d.The Society shall not hold any lottery, whether confined to its members or not,in the name of the Society or its office-bearers,Committee or member.

e.No university or university-college students can be allowed to be a member of the Society without the prior written approval from the Vice-Chancellor of the university concerned.

#### **CLAUSE 16 AMENDMENT OF CONSTITUTION**

These Rules may not be altered or amended except by resolution of a General Meeting. Such alterations or amendments shall take effect from the date of their approval by the Registrar of Societies. Any amendment to the rules shall be forwarded to the Registrar of Societies within 28 days of being passed by the General Meeting.

#### **CLAUSE 17 DISSOLUTION**

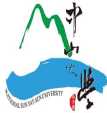
The society may be voluntarily dissolved by a resolution of not less than three-fifths of the total voting membership, present in a general meeting convened for such purpose.

(2)In the event of the Society being dissolved being dissolved as provided above, all debts and liabilities legally incurred on its behalf shall be fully discharged, and the remaining funds shall be disposed of in such manner as may be decided upon by a General Meeting.

(3) Notice of dissolution shall be forwarded to the Registrar of Societies within 14 days of its dissolution.

## CLAUSE 18 **FLAG, LOGO AND BADGE**

### 1. Flag



馬來西亞留台中山大學校友會  
Sun Yat-Sen University Taiwan Alumni Association of Malaysia

#### Description

The emblem of the Society represent the green mountains and blue sea that symbolize the broad minded of Sun Yat-sen University.

The Committee may make decisions for regulating the size, use and other matters connected with the emblem of the Society.

### 2. Logo

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#### Description

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### 3. Badge

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#### Description

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