

馬來西亞  
馬氏宗親總會章程  
**RULES OF THE MALAYSIAN  
MAH CLAN ASSOCIATION**



86, 13/29, JALAN BADMINTON,  
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# **RULES OF THE MALAYSIAN MAH CLAN-ASSOCIATION (MMCA)**

## **Chapter 1 : Name**

The name of the association is Persatuan Kaum Mah Malaysia (Malaysian Mah Clan Association (MMCA)).

## **Chapter 2 : Registered Office and Place of Business**

The registered office and place of business shall be at 86, 13/29, Jalan Badminton, 40000 Shah Alam, Selangor or such other places as stipulated by Supreme Council. The registered place of business of the Association shall not be changed without the prior approval of the registrar of Societies.

## **Chapter 3 : Objects**

- 3.1. To promote goodwill and exchange of experience among members.
- 3.2. To promote cultural, recreational, sports and welfare activities.
- 3.3. To improve the economic and social status of members.
- 3.4. To set up a Mah Foundation for the benefit of all its members and their children.
- 3.5. To promote social welfare, prosperity, justice and loyalty to the nation.

## **Chapter 4: Types of Membership**

### **4.1. Individual Life Membership**

Any Malaysian citizen of the Mah clansmanship, 18 years of age and above, irrespective of sex, dialect and religion shall be eligible for membership.

### **4.2 Affiliate Life Membership**

Any Malaysian-registered Mah clansman body shall be eligible for Affiliate Life Membership.

### **4.3 Associate Life Membership**

Spouses of Mah clansman or children of female member, or Mah Clan of non-Malaysian citizen residing in Malaysia, 18 years of age and above, shall be eligible for Associate Life Membership.

### **4.4 Honorary Membership**

Any person who has rendered distinguished services to the Association may be appointed by an Annual General Meeting as:

- 4.4.1. (a) Honorary Life President. or

(b) Honorary Life Adviser, or

4.4.2 appointed by the Supreme Council as:

(a) Honorary President;

(b) Honorary Adviser;

(c) Legal Adviser;

(d) Honorary member.

## **Chapter 5: Application for Membership, Membership Fees and Special Donation**

**5.1.** All applications for Individual Life, Affiliate Life and Associate Life Membership shall be made in the prescribed form and require the approval of the Supreme Council. The Supreme Council reserves the right to reject such application without assigning any reason whatsoever.

### **5.2. Membership Fees**

5.2.1 Individual Life Member : RM 50.00 each

5.2.2 Affiliate Life Member : RM3 00.00 each

5.2.3 Associate Life Member : RM 30.00 each

**5.3.** The Supreme Council may with a 2/3-majority attendance decide to increase or reduce the membership fee subject to the prior approval of the Registrar of Societies.

### **5.4. Special Donations**

The Association may, with a resolution adopted by the Supreme Council, seek special donations from members or clansmen.

## **Chapter 6: Obligations and Privileges of Members**

### **6.1. Obligations**

6.1.1 To abide by the Rules of the Association and all resolutions adopted in the general meeting.

6.1.2 To assist in the carrying out of the affairs of the Association.

### **6.2. Privileges**

6.2.1 Individual Life Members may participate in the Associations activities, enjoy the privileges entitled thereto, attend the General Meetings, the right to speak, to vote, to elect, and to be elected.

6.2.2. Affiliate Life Members may, with a letter of authorisation by the appointing Affiliate, attend the Annual General Meetings, and have the right to speak and shall be the ex-officio Vice Presidents.

6.2.3 Associate Life members and Honorary members may attend the General Meeting and become members of special sub-committees as well as take part in all

activities of the Association, but shall have no right to vote and be elected.

**6.3.** A member shall lose his/her membership in any of the following circumstances:

6.3.1 Death or resignation from the membership; any Affiliate Member with its registration revoked or dissolved by The Registrar of Societies shall be automatically disqualified.

6.3.2 Expelled from the Association by a 2/3 majority vote at the Supreme Council meeting; and

6.3.3 In the case of item (6.3.2) above, the member concerned may appeal to the General Meeting, whose decision shall be final.

## **Chapter 7: Organisation**

**7.1.** The highest authority of the Association shall be vested in a General Meeting of Members, with each individual Life Member having only one vote.

### **7.2. The Supreme Council**

7.2.1. The Supreme Council shall comprise members elected in a General Meeting of Members.

7.2.2. All Affiliate Life Members shall be ex-officio Vice Presidents.

7.2.3. Subject to the consent of the Supreme Council, the President may appoint not more than five (5) Council Members.

7.2.4. The Supreme Council shall comprise the following office bearers: -

President: 1

Deputy President: 1

Vice President: 2 (Elected)

Hon. Secretary General: 1

Hon. Assistant Secretary General: 2

Hon. Treasurer: 1

Hon. Assistant Treasurer: 1

Director of Women's Section: 1

Director of Youth Section: 1

Council members: 10

Affiliate Life Members shall be ex-officio Vice Presidents: ( N )

Maximum of Appointed Council Members: 5

7.2.5: The quorum of a meeting of the Supreme Council shall be half the aggregate of twenty-one (21) members Council Members plus the total number of Affiliate Members plus the total of appointed members, or half the total number of members of the Supreme Council.

## **Chapter 8: Election**

- 8.1** The by-laws governing the election shall be formulated by the Supreme Council and be approved by the Supreme Council by a majority vote.

## **Chapter 9: Term of Office**

- 9.1.** The term of office for a council member shall be 2 years each and each council member shall be eligible for re-election. The President shall not hold office for more than 3 terms but shall be entitled to stand for election to the post of President after a lapse of 1 term.

## **Chapter 10: Duties and Responsibilities**

### **10.1. Annual General Meeting**

- 10.1.1. To elect Speaker and minuting secretary of the meeting
- 10.1.2. To appoint Honorary Life President, Honorary Life Adviser.
- 10.1.3. To appoint Honorary Life President.
- 10.1.4. To elect the Supreme Council and trustees.
- 10.1.5. To receive and adopt the Annual report of the Supreme Council and Financial Accounts of the Association.
- 10.1.6. To appoint a registered accountant firm as auditor.

### **10.2 The Supreme Council**

- 10.2.1. To decide on the date, time and place of the Annual General Meeting and formulate rules on election.
- 10.2.2. To Execute resolutions adopted by the Annual General Meeting.
- 10.2.3. To appoint Honorary President, patrons, Legal Adviser and Honorary Members.
- 10.2.4. To set up, if necessary, special subcommittees, in line with development of the Association, and State or area liaison committees and appoint the chairmen and formulate the regulations thereof. The term of office of such liaison committees shall be concurrent with the Supreme Council. Representatives of the liaison committees may attend and speak at meetings of the Supreme Council but shall have no voting right.
- 10.2.5. To sanction any items of expenditure not exceeding RM10,000.00.
- 10.2.6. To formulate rules governing the Association's assets.
- 10.2.7. To approve or reject membership, without assigning any reasons thereto.
- 10.2.8. To revise membership fees, if necessary.
- 10.2.9. To employ salaried staff.

- 10.2.10. To appoint other members to fill in any vacancy due to the resignation or the decease of any council member.

**10.3 Duties of each office-bearer in the Supreme Council.**

**(A) The President**

- A.1. To lead, plan and supervises all the activities and preside at all meetings other than general meetings of the Association.
- A.2. To sanction, together with the secretary and Treasurer any item of expenditure below RM5,000.00.

**(B) The Deputy President**

- B.1. To assist the President in the execution of all matters pertaining to the Association.
- B.2. To exercise the duties and powers of the President, in the absence of the latter.
- B.3. To assume the post of the President as of right when the post of the President becomes vacant.

**(C) The Vice President**

- C.1. To assist the President and the Deputy President in handling all matters pertaining to the Association.
- C.2. The Supreme Council shall appoint either of the Vice Presidents to be the Deputy President when the post of Deputy President becomes vacant.

**(D) The Hon. Secretary General**

- D.1. To implement resolutions adopted by the Council.
- D.2. To attend to the daily affairs of the Association.
- D.3. To sign income and payment receipts of expenditure below RM1000.00.
- D.4. To safe-keep the Association seal and documents.
- D.5. To be responsible for preparing the annual report on the Association's activities as well as that of the Supreme Council.
- D.6. To maintain a proper membership register of the members and members' data.

**(E) The Hon. Assistant Secretary General**

- E.1. To assist the Hon. Secretary General in the discharge of all the duties.
- E.2. In the event of the Hon. Secretary General's absence, he shall act in his place.

**(F) The Hon. Treasurer**

- F.1. To take charge of all income collections and payments approved by the Association.

- F.2. To prepare and provide financial reports for the Annual General Meeting and Supreme Council meeting.
- F.3. To sign bank cheques jointly with the President or the Deputy President or the Vice Presidents.
- F.4. Any amount of cash in hand in excess of RM1,000.00 at any one time shall be deposited in the bank specified by the Supreme Council.
- F.5. To sign all receipts and payment vouchers of the Association.

**(G) The Hon. Assistant Treasurer**

- G.1. To assist the Hon. Treasurer in carrying out all the duties.
- G.2. To deputise in the absence of the Hon. Treasurer.

**(H) Director of Women's Section**

- H.1. To be responsible for promoting women's activities of the Association.
- H.2. To encourage the female members to participate in various types of activities of the Association.
- H.3. To look after the welfare of female members.

**(I) Director of Youth Section**

- 1.1. To be responsible for promoting youth activities of the Association.
- 1.2. To encourage the youth to participate in various types of activities of the Association.
- 1.3. To render assistance and guidance on youth matters.

**(J) Members of the Supreme Council**

- J.1. To attend meetings on time.
- J.2. To assist in the development of the Association's affairs.

**Chapter 11: Meetings**

- 11.1. The Annual General Meeting shall be held before the month of June each year. The time, date and place of meeting shall be fixed by the Supreme Council. Notices of the meeting together with the audited annual accounts and annual report shall be sent out to members at least 14 days before the date of the meeting.
- 11.2. The quorum for the Annual General Meeting shall be twice the number of the elected members of the Supreme Council.
- 11.3. **Extra Ordinary General Meetings**

When more than 1/2 the number of the Supreme Council members or if at least 80

of the voting members requisition in writing for the convening of an Extra Ordinary General Meeting, the Secretary General shall within 3 weeks upon receipt of such a written requisition, send out notices for convening such a meeting within two(2) months from the date of notice.

The quorum for such meeting shall be two times the number of elected members of the Supreme Council.

- 11.4. The Supreme Council shall meet at least once in every 4 months. The President or the Secretary General shall send out notice calling for a meeting 10 days in advance. The quorum for such a meeting shall be at least 1/2 of the total elected Supreme Council members.
- 11.5. If a general meeting falls short of a quorum one hour after the stipulated time of the meetings, it shall be automatically adjourned to a date 2 weeks thereafter. Notice of the new date and venue shall be sent out to all members at least 14 days in advance. The adjourned meeting shall then be deemed to have a quorum, irrespective of the number of members in attendance but the meeting shall have no power to amend the Rules or make decisions affecting the whole membership.
- 11.6. The Supreme Council shall be empowered to terminate the office of any Council Member who fails to attend 3 consecutive meetings, unless he/she is able to give a satisfactory explanation in writing to the Council.
- 11.7. An Annual General Meeting or an Extraordinary General Meeting may dismiss any member of the Supreme Council for gross misconduct which severely discredits the reputation of the Association by a resolution passed by more than two thirds of the total number of members present at the meeting, and any vacancy therefrom shall be filled in accordance with Rule 10.2.10 therein.
- 11.8. Minutes of an Annual General Meeting or an Extraordinary General Meeting shall be examined and verified by the Supreme Council before submitting to the Registrar of Societies.

## **Chapter 12. : Trustees**

- 12.1. The properties of the Association shall be purchased in the name of the Association and the Annual General Meeting of the members shall elect 3 trustees to manage the assets of the Association.
- 12.2. Unless a resolution is adopted at a General Meeting and in conformity with the legal process, the Association's immovable assets shall not be sold, charged, mortgaged, leased or transferred.
- 12.3. Any trustees falling into any of the following categories shall be disqualified automatically as a trustees: -
  - 12.3.1 Declared a bankrupt;
  - 12.3.2. Convicted of any offence;
  - 12.3.3 Mentally deranged;
  - 12.3.4 Death;

12.3.5. Committing a misdemeanour, and considered unsuitable to continue as a trustee in the General Meeting.

12.3.6. Reside out of Malaysia for more than one year.

#### **Chapter 14 : Prohibition**

14.1. Any form of illegal activities within the premise of the Association shall be strictly prohibited.

14.2. No Association fund shall be allowed for use in meeting fines imposed on members for violation of the law.

14.3. No member shall be allowed to use the name of the Association involving politics or activities against the objects of the Association.

#### **Chapter 15 : Amendments of Rules**

These Rules may not be altered or amended except by a resolution of a general meeting. Such alterations or amendments shall only take effect from date of their approval by the Registrar of Societies. Any amendment to the rules shall be submitted to the Supreme Council for final checking before forwarded to the Registrar of Societies within 60 days of being passed by the general meeting.

#### **Chapter 16 : Dissolution**

16.1. The Association may be voluntarily dissolved by a resolution passed by not less than four fifths of the total number of valid members present at a general meeting.

16.2. In the event of Association 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.

16.3. Notice of dissolution shall be forwarded to the Registrar of Societies within 30 days from the date of the resolution to dissolve the Association.

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