




雪隆茶阳（大埔）会馆
PERSATUAN CHAR YONG SELANGOR
DAN WILAYAH PERSEKUTUAN

章程 CONSTITUTION

（2022年修订 Revised in 2022）

雪隆茶阳（大埔）会馆

章程（2022年修订）

<p>第一章 定名</p>	<p>第一条</p>	<p>本会馆由雪兰莪州、吉隆坡及布城大埔籍人士组织而成，定名为“雪兰莪暨吉隆坡茶阳（大埔）会馆”，简称为“雪隆茶阳（大埔）会馆”。</p>
<p>第二章 馆址、 馆帜、 馆徽</p>	<p>第二条</p>	<p>本会馆馆址、馆帜、馆徽如下：</p> <ol style="list-style-type: none"> 1. 本馆注册地址为 Wisma Char Yong No. 89-96, Jalan Ampang, 50450 Kuala Lumpur. 本馆通讯地址为 No. 113, 3rd Floor, Jalan Pasar, 55100 Pudu, Kuala Lumpur. 2. 馆帜：馆帜的背景代表雪兰莪暨吉隆坡，馆徽在旗帜中央。  3. 馆徽：圆形的馆徽代表发扬光大。中、英文字为本馆名称，馆徽中的花朵代表大埔籍客家人刻苦耐劳的精神。馆徽两旁的曲线代表大埔人自强不息，团结一致。 

<p>第三章 宗旨</p>	<p>第三条</p>	<p>本会馆以联络大埔籍人士，共谋福利、赞助慈善及文化事业为宗旨，并且与雪兰莪暨吉隆坡茶阳（大埔）回春馆 (Persatuan Chha Yong Fay Choon Kuan Selangor dan Wilayah Persekutuan)，雪兰莪暨吉隆坡茶阳（大埔）励志社 (Persatuan Char Yong Li Chee Selangor Dan Wilayah Persekutuan) 携手合作以达到上述宗旨，共同推动两馆一社之会务与关注大埔人士的商业发展。</p>
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<p>第四章 组织</p>	<p>第四条</p>	<p>本会馆组织系统如下：</p> <div style="text-align: center;"> </div> <ol style="list-style-type: none"> 1. 本会馆以会员大会为最高机关，可直接选出理事卅一名，组织理事会，再由理事复选主席一名、执行副主席一名、副主席五名、秘书长及副秘书长各一名、财务长及副财务长各一名、妇女组主任一名、青年团团团长一名、乐龄组主任一名、合唱团主任一位、宣传组主任一名、工商组主任一名、ISO 小组主任一名、调查二名、交际二名、理事九名，分掌会务。 2. 理事会可敦请首席执行顾问、会务顾问、义务法律顾问及名誉主席若干名。 3. a) 理事会有权委任不超过五名常任理事（无投票权）。 b) 理事会得遴选本州各地区协理若干名，协助馆务之进行。
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		<p>4. 理事会可委任理事成员，担任下列各组主任之工作：</p> <p>a) 两馆福利组：负责办理两馆福利事宜；</p> <p>b) 两馆慈教组：负责办理慈善、文化、教育事宜；</p> <p>c) 妇女组：负责联系本馆同乡妇女，推广健康、文娱、联谊等活动事宜；</p> <p>d) 青年团：负责联系本馆同乡青年，推动文化、体育、文艺等活动事宜；</p> <p>e) 乐龄组：负责联系本馆乐龄人士，推动健康、社交等康乐活动事宜；</p> <p>f) 工商组：负责广泛联系各地工商界人士，推动经贸交流和协作，促进经济社会发展。</p> <p>g) 合唱团：负责培养团员对音乐的热忱，提升团员合唱水准；</p> <p>h) 宣传组：负责推广及宣传本会活动；</p> <p>i) ISO 小组：负责研究 ISO 审核事宜。</p> <p>5. 所有对外代表必须由理事会选出及委任适当人选，并代表本会馆出任以下社团董事或理事职：</p> <p>a) 马来西亚大埔（茶阳）社团联合总会</p> <p>b) 南开国民型华文小学</p> <p>c) 吉隆坡广东义山</p> <p>d) 吉隆坡暨雪兰莪客家总会</p> <p>e) 尊孔独立中学</p> <p>f) 或其他社团</p> <p>6. 本会馆对外代表必须在不违反本会馆宗旨及任何议决案下代表本会馆在该组织内发言及表决，事后务必向理事会汇报。</p>
<p>第五章 会员</p>	<p>第五条</p>	<p>凡大埔同乡（根据父亲的祖籍）马来西亚公民及永久居民，无官方犯罪记录，定居于雪兰莪、吉隆坡及布城，不分男女，年满十八岁或以上者，皆可申请加入本会馆为永久会员。凡迁离雪兰莪州、吉隆坡或布城逾期一年以上者（以身份证地址为准），将自动失去会员籍。</p>
	<p>第六条</p>	<p>凡本会馆永久会员，须同时接受自动成为回春馆及励志社永久会员。</p>

	<p>第七条</p>	<p>凡欲申请加入本会馆为永久会员者，须符合章程第五章第五条要求，填妥入会申请表格，提呈相关证明文件予本会馆，包括身份证副本及大埔祖籍证明文件（如：报生纸副本、族谱、祖先墓碑照片或其他可证明申请人为大埔籍人士之相关文件）。由一名会员签名介绍，另一名现任、前任理事或协理其中一人签名认证，经理事会审查所提呈之文件并通过后，缴纳两馆一社入会费一百令吉，免缴年捐，即成为本会馆永久会员。</p>
	<p>第八条</p>	<p>凡本会馆永久会员之合法妻子（非大埔籍），可申请成为本会馆永久会员，唯不得担任本会馆理事会主席、执行副主席、副主席、秘书长、副秘书长、财务长、副财务长、妇女组主任、青年团团团长、乐龄组主任、合唱团主任、宣传组主任、工商组主任、ISO 小组主任、交际及调查，只可担任理事会普通理事及所设立之各小组委员职。</p>
<p>第六章 义务与 权利</p>	<p>第九条</p>	<p>本会馆会员，均应尽下列义务： 1. 遵守本会馆章程，服从一切议决案。 2. 介绍大埔籍人士入会。 3. 遇必要时，应量力赞助本馆经费。</p>
	<p>第十条</p>	<p>凡本会馆会员，均有选举权、被选权、出席大会发言权、表决权，及其他一切会员权利，惟入会未滿一年之会员，无选举权和被选权。迁离雪兰莪州、吉隆坡及布城逾期一年以上者（以身份证地址为准），自动丧失会员籍。</p>
	<p>第十一条</p>	<p>凡属雪兰莪州、吉隆坡或布城大埔籍人士，未加入成为本会馆会员者，可列席大会旁听，但无第十条规定之会员一切权利。</p>
<p>第七章 会员退出 会员籍</p>	<p>第十二条</p>	<p>凡会员自动退出会员籍者，必须给予理事会书面通知。</p>
	<p>第十三条</p>	<p>凡会员触犯当地法令、被剥夺公民权、不遵守本会馆章程，有损馆誉者，由理事会按情节轻重，予以警告，或取消其会员资格。会员不论自动退出会员籍或被取消会员资格，其已交或捐之各项或一切费用及捐款一概不得退还。</p>

第八章 产业管理 及其他 委员会	第十四条	产业管理及其他委员会条例如下： 1. 根据 1966 年马来西亚社团注册法令第 9 章 b 节，本会馆可委任当届理事：即主席、秘书长及财务长管理本会馆产业。他们的任期随着理事会之任期，届满即自动终止。 2. 如有空缺，理事会有权委任任何一位理事填补其空缺，直至来届选举为止。 3. 不可售卖、抵押或转让本会馆产业，除非得到会员大会的许可。* 须依据第十二章第廿四条文处理。
	第十五条	产业管理人如遇 (1) 患精神病；(2) 因事辞职；(3) 身故；(4) 身染痼疾；(5) 迁离雪兰莪州、吉隆坡或布城逾期一年以上者；(6) 失职；(7) 破产；(8) 营私舞弊等，可由会员大会，将其职权取消。
	第十六条	特别委员会——本会馆遇必要时，可组织特别委员会，以办理特别事宜。其人选、任期及办事细则，由理事会决定。
第九章 职权及 任期	第十七条	各职权如下： 1. 会员大会为本会馆最高权力机关，有审核、任免及议决一切重大事件之权。 2. 理事会有执行大会议决案及处理日常馆务之权。 3. 主席：对外为当然代表，对内为大会及理事会议时当然主席，有执行一切议决案及签发一切重要文件以及一切对外信函之权。 4. 执行副主席：协助主席办理馆务，如果主席因故不能行使职务时，由执行副主席代理之。 5. 副主席：协助主席或执行副主席办理馆务，如果主席及执行副主席因故不能行使职务时，得由其指定副主席其中一人代理之。 6. 秘书长：秉承主席办理一切日常馆务及指挥秘书处职员之工作，保管各书簿，包括会员登记簿及其他文件，如秘书长缺勤，由副秘书长代理之。 7. 财务长：管理本会馆一切进支及保管各财政报告及账簿，如财务长缺勤时，由副财务长代理之。

		<p>8. 妇女组主任：领导及策划妇女组活动，负责向理事会提呈活动计划及汇报组务进展。</p> <p>9. 青年团团团长：领导及策划青年团活动，负责向理事会提呈活动计划及汇报团务进展。</p> <p>10. 乐龄组主任：领导及策划乐龄组活动，负责向理事会提呈活动计划及汇报组务进展。</p> <p>11. 合唱团主任：领导及策划合唱团活动，负责向理事会提呈活动计划及汇报组务进展。</p> <p>12. 宣传组主任：制定本馆宣传之内容，负责向理事会提呈宣传计划及汇报进展。</p> <p>13. 工商组主任：领导及策划商业及经济相关活动，负责向理事会提呈活动计划及汇报组务进展。</p> <p>14. ISO 小组主任：领导 ISO 小组研究相关知识，向理事会报告 ISO 审核进展，并监督及确保 ISO 审核的各项任务如期完成。</p> <p>15. 调查：负责调查本馆一切事项，将调查结果向理事会提出报告。</p> <p>16. 交际：对内联络大埔人士，对外联络各团体协助社会公益，必要时可由理事会授权之下代表本馆参加各种庆典。</p> <p>17. 理事：协助本会馆理事会日常应办事宜。</p> <p>18. 查账：有稽核本会馆各项进支单据及簿册之权，每月必须查核一次，提呈报告予理事会。（由会员大会选出。）</p>
	<p>第十八条</p>	<p>本会馆理事及职员任期及辞职如下：</p> <ol style="list-style-type: none"> 1. 本会馆理事会及各协理皆为义务职，任期三年为一届，连选得连任，唯主席、秘书长及财务长不得连任超过两届。倘若主席之两届任期届满，而其在埔联总会会长任期尚未任满（如有），在此特别情况下，则可允许多任一届主席（唯只限多一届），圆满完成埔联总会会长任期。在任期内，各理事如有充分理由必须辞职者，经理事会通过后，可准其辞职，其遗缺可由理事会委任一名会员递补其空缺。 2. 凡理事如有严重失职，影响本会馆声誉，一经调查属实即由会员大会革除其职务。

		<p>3. 凡理事必须亲自出席各会议，如因病或其他事由未能出席时，必须请假。如有连续缺席三次者，本馆即以挂号信通知，倘若再无理缺席，则作为自动放弃职权论，其职位将由理事会委任一会员递补之。</p>
<p>第十章 会议及 会期</p>	<p>第十九条</p>	<p>会员大会，分为下列两种：</p> <p>常年会员大会</p> <p>1. 常年会员大会每年举行一次，在每年六月杪之前由主席召开，如遇现任理事届满，应先推选一位议长主持初选，由该次常年会员大会选举下届理事，大会法定人数为有效会员的半数，或理事会成员之两倍（视何者为少数）。如超过会议指定时间半小时仍不足法定人数，主席可宣告会议展期，在不超过二个月内再行召开。在展延召开之会员大会，出席人数不论多寡即为法定人数。一切议决案皆为有效，但会议只限原有议程，不得修改章程，不得抵押产业。</p> <p>2. 常年会员大会所讨论之事项如下：</p> <p>2.1 接纳理事会常年会务报告。</p> <p>2.2 接纳财政报告及已经审计师查核之账目（截至12月31日）。</p> <p>2.3 聘请一名合格审计师</p> <p>2.4 如届选举年即选举卅一名理事会成员及委任两位内部查账。</p> <p>2.5 其他预先提呈的事项。</p> <p>3. 常年会员大会通告应于大会三星期前刊登于本地中文报章，并于最少十四天前发出开会通知书。若非选举年，仅邮寄开会通知书、全年进支账目、资产负债表及常年预算案予全体会员。可将有关报告上传至本馆网站，供会员浏览。如遇选举年，须加印发会员名表及开会通知书；选举票须编列号数，由主席签证并盖上本馆印章。会员凭大马身份证亲自出席领取。</p> <p>4. 本会馆之财政年由正月一日起至十二月卅一日。</p>

		<p>会员特别大会</p> <ol style="list-style-type: none"> 1. 理事会认为必要时，可随时召开会员特别大会。 2. 本会会员，可由六十二名以上会员，联名来函请求召开会员特别大会，但须声明提案及理由，经理事会通过后，在三个月内，由主席召开会员特别大会，其法定人数及展期与常年会员大会相同，同时凡联名来函请求召开会员特别大会的会员，皆必须亲自出席，如未能全体出席，因而流会，则在六个月内，不得以相同事由要求召开会员特别大会。召开会员特别大会之通知书，应于开会前最少十四天，由秘书长发出予全体会员。
<p>第十一章 经费</p>	<p>第廿一条</p> <p>第廿二条</p>	<p>理事会会议</p> <p>理事会会议由主席召开，每年至少召开四次会议，于会议七日前由主席及秘书长发出通知书召开。如有重要事件，可由主席临时召开紧急会议。理事会议以十六人出席为法定人数，如逾时廿分钟，仍不足法定人数时，可展期一星期再召开，届时其人数不论多寡，即为法定人数，各议决案一律生效。</p> <p>经费来源以本会馆产业收益及会员入会费等为主。必要时可由会员大会或理事会议决，另行筹募。</p> <p>理事会召开会员常年大会时，须草拟当年之收支预算案，提交会员大会通过后，方可照案执行，用款不得超过该年预算，其预算案必须包括下列各项：</p> <ol style="list-style-type: none"> 1. 收入方面 <ol style="list-style-type: none"> 1.1 本会馆产业之租金 1.2 会员入会费、捐款及其他收入。 2. 支出方面 <ol style="list-style-type: none"> 2.1 经常费用 2.2 拨助本馆慈善教育基金委员会费用。 2.3 捐助其他慈善文教机关及急赈等费用。 3. 有关涉讼（产业管理对租户事项例外）及其他特别开支，在预算案以外；并超过三万令吉数目者，必须在会员大会或召开会员特别大会通过，开支方可获准。

		<p>4. 理事会须以本会馆名义在本坡银行开立户口，凡现款超过三千令吉时，即须存入银行，提款支票须有主席或执行副主席二人中之一人，正副秘书长二人中之一人，正副财务长二人中之一人，联同签署，方为有效。</p> <p>5. 财务长手存现金不得超过三千令吉。</p>
	第廿三条	支款职权：秘书长有权决定支付五千令吉或以下的开支，主席有权支付一万令吉或以下的开支，理事会有权支付三万令吉或以下的开支。三万令吉以上者，则须会员大会通过，始得动用。
第十二章 产业	第廿四条	本会馆所具有的地契不动产，如果变卖或者抵押，须经会员大会议决通过。出席会员人数至少要达五百人以及出席人数必须超过三分之二赞同。如遇流会时，凡展期召开之大会，亦必须至少要达五百名会员出席，方为有效。如果修改以上章程，同样必定需要会员大会出席人数达五百人以上的三分之二会员通过，方为合法。
第十三章 选举	第廿五条 初选	<p>1. 候选人提名：凡会员有意提名候选理事者，须在七日前，填妥候选人提名表格及接受提名承诺书提交本馆办事处。候选人须获得一名会员提议及另一名会员附议方为有效，唯不得提议或附议本身为候选人。</p> <p>2. 候选人提名适足卅一名时，所提之候选人，即为当选之理事成员。</p> <p>3. 候选人提名不足卅一名时，除已提名之候选人为当然理事成员外，其余不足之名额由出席大会之会员当席票选递补。</p> <p>4. 候选人超过卅一名时，则由出席大会之会员即席在候选人范围内投票选举。</p> <p>5. 如出现重票，（即一个会员投两票）或非会员亲自签名之票，概作无效。</p> <p>6. 选举票出现被选人之号数书写不明或涂改或重写者，祇将该号数取消。</p>

		<p>7. 被选人名额不足之选票仍属有效。</p> <p>8. 选举结果，依得票多者为当选，若票数相同，则以抽签法决定。</p>
	第廿六条 复选	会员大会选出卅一名理事后，于十四天内由大会主席召开新理事复选会议，选举本章程第四章第四条所规定之各职位成员。新职位成员产生后，须在十四天内进行交接手续。
第十四章 执行	第廿七条	<p>1. 凡会员大会各议决案，得由理事会或其他小组委员会分别执行。其执行情况将在下届会员大会中，由主席或其他委员会负责人提呈报告。</p> <p>2. 理事会议决各案，如执行发生困难时，可向主席报告召开临时理事会解决。</p>
	第廿八条	本会馆遇必要时，可由秘书长秉承主席同意聘用执行秘书、雇员若干名，以办理一切日常事务。
	第廿九条	如遇某种事项，在本章程及附则中未有明文规定者，可由理事会阐释，并依社团注册局条例执行。
第十五章 解散	第卅条	<p>1. 本会可在五分之四会员通过议决案后，自动解散。</p> <p>2. 本会若依照上述规定解散，本会所存之资产，在偿还一切合法债务后，如有剩余，得由会员大会决定处理。</p> <p>3. 解散通知书，须於解散后十四天内呈交社团注册官。</p>
第十六章 修改章程	第卅一条	本会馆章程，如非经会员大会通过，不得增删或修改，而该增修之条款，亦须经由社团注册官批准，方为有效。唯本章程第十二章第廿四条之修改，则必须有五百名以上会员出席大会，达五百名以上的三分之二会员赞同，方为有效。本章程如有未尽善处，可由会员大会修正，呈请当地社团注册官批准施行。

备注：本华文章程为翻译本，一切以英文本为准。

**PERSATUAN CHAR YONG SELANGOR DAN
WILAYAH PERSEKUTUAN
(SELANGOR AND FEDERAL TERRITORY
CHAR YONG ASSOCIATION)**

CONSTITUTION

(Revised in 2022)

CHAPTER 1 NAME

Article 1

The Association is under the jurisdiction of Selangor, Kuala Lumpur and Putrajaya. It is organized and formed by people of Dabu (Char Yong). The Association shall be known as

**PERSATUAN CHAR YONG SELANGOR DAN
WILAYAH PERSEKUTUAN
(SELANGOR AND FEDERAL TERRITORY CHAR
YONG ASSOCIATION)**

Hereinafter referred to as the “Association”.

CHAPTER 2 ADDRESS, FLAG AND LOGO

Article 2

(a) The address of the Association is

**NO. 89-96, JALAN AMPANG, 50450 KUALA LUMPUR,
WILAYAH PERSEKUTUAN KUALA LUMPUR.**

or other addresse(s) decided by the Committee. If the address of the Association has been registered, without the approval of the Registrar of Societies, the said address is not allowed to be changed. The postal address of the Association is

**NO.113, 3RD FLOOR, JALAN PASAR,
55100 PUDU, KUALA LUMPUR,
WILAYAH PERSEKUTUAN KUALA LUMPUR.**

(b) Flag



Description:

The Flag shall have a background representing Selangor and Kuala Lumpur. The emblem shall be placed centrally of the Flag.

(c) Logo



Description:

The circular shape of the emblem signifies enhancing, carrying forward and further developing the spirit of the Association. The Chinese and English wordings in the emblem are the names of the Association. The flower within the emblem signifies the diligent characteristics of the Hakka clans originated from Dabu. The two curves on the sides of the flower signify the Hakka clan from Dabu Unity and Striving to be Stronger.

CHAPTER 3

Article 3

OBJECTIVES

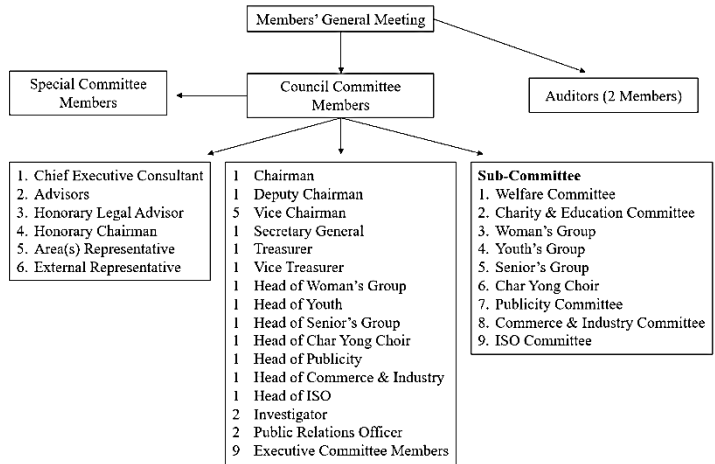
The Association objectives are to connect all Dabu clansmen, to commit and working in the interest of clan's welfare, to sponsor cultural education and charity affairs, to resolve disputes among the Dabu members/clansmen, simultaneously working together with Persatuan Chha Yong Fay Choon Kuan Selangor dan Wilayah Persekutuan and Persatuan Char Yong Li Chee Selangor dan Wilayah Persekutuan in order to achieve the above-mentioned objective and jointly promote business development for the members / clans of the three associations.

CHAPTER 4

Article 4

ORGANISATION AND DUTIES OF BEARERS

The association organization structure as follow:



- (a) The General Meeting is the highest authority of the Association. Members present at the General Meeting shall elect by voting Thirty-One (31) Committee Members among the list of candidates to form the Council. The Committee Members shall elect among themselves 1 Chairman, 1 Deputy Chairman, 5 Vice Chairmen, 1 Secretary General, 1 Vice Secretary General, 1 Treasurer, 1 Vice Treasurer, 1 Head of Woman's Group, 1 Head of Youth, 1 Head of Senior's Group, 1 Head of Char Yong Choir, 1 Head of Publicity, 1 Head of Commerce & Industry, 1 Head of ISO, 2 Investigators, 2 Public Relation Officers, and 9 Executive Committee Members of the Council to carry out their respective duties.
- (b) The Council may appoint several Chief Executive Consultant, Advisors, Honorary Legal Advisor and Honorary Chairman.
- (c) (i) The Council has the right to appoint not more than five (5) Committee Members of the Council (with no voting rights) out of the Thirty-One (31) Committee Members.
- (ii) The Council may appoint several external associates as Area(s) Representative from various regions of the state to assist in the execution of the Association affairs.

- (d) Any members of the Board of Committee can be appointed as Head of Sub-committee, namely: -
- (i) Welfare Committee
 - Responsible for the welfare of the two Association.
 - (ii) Charity & Education Committee
 - Responsible for charity, cultural and educational matters.
 - (iii) Woman's Group
 - Responsible for connecting and contacting women in the association to promote health, cultural, entertainment, and other activities.
 - (iv) Youth's Group
 - Responsible for connecting and contacting youth in the association to promote sport, cultural, educational and other activities.
 - (v) Senior's Group
 - Responsible for connecting and contacting senior citizens in the association to promote recreation, health and other activities.
 - (vi) Commerce & Industry Committee
 - Takes full responsible to coordinate and contact with local of foreign communities. To promote business, trade exchanges economic and social development.
 - (vii) Char Yong Choir
 - Responsible for cultivating the enthusiasm of the members for music and promoting the members music chorus level.
 - (viii) Publicity Committee
 - Responsible for the promotion and publicity of association events and activities.
 - (ix) ISO Committee
 - Responsible for reviewing ISO audit matters.

- (e) All External Representatives must be appropriate persons that selected and appointed by the Council, who will be represent the association as directors or council members of the following associations: -
 - i. The Federation of Taipu (Chha Yong) Associations Malaysia
 - ii. S.J.K (C) Nan Kai
 - iii. The Association of Kwong Tong Cemetery Management KL
 - iv. Persatuan Hakka K.L.W.P. & Selangor
 - v. Confucian Private Secondary School
 - vi. Others

- (f) All External Representatives of the Association must speak and vote on behalf of the Association without violating or offended the purpose or objective of the Association and all resolutions must be reported to the Council thereafter.

CHAPTER 5 MEMBERSHIP

Article 5

Anyone from Dabu district (shall base on father ancestry) who is a Malaysian or a permanent resident, free of any criminal record, residing in Selangor, Kuala Lumpur or Putrajaya and fulfils the membership application requirements, regardless of gender and has reached eighteen (18) years of age or above, is eligible to apply for Life Membership. Any members does move house from State of Selangor, Kuala Lumpur or Putrajaya more than one year (base on the address stated in MyCard), his / her memberships will be expel automatically.

Article 6

Members of the Association shall automatically accepted to be the life members of Persatuan Chha Yong Fay Choon Kuan Selangor and Wilayah Persekutuan and Char Yong Li Chee Selangor and Wilayah Persekutuan.

Article 7

Applicant who apply to join the Association as a permanent member must fulfill the requirements of Constitution Article 5 of Chapter 5, fill up membership application form, provide relevant supporting documents to Administration Office of The Association, included photocopies of MyCard and copies of Dabu documentations (Examples: photocopies birth certificate, ancestor book of record, photo of tombs or any others forms of prove, and must be introduced and signed by a member as a proposer, witnessed by another current, former Council Member

or Associate. All the relevant application form and documents must reviewed, examined and approved by the Council, and after paying the membership fee of Ringgit Malaysia One Hundred (RM100.00), excluded yearly donation, the applicant shall officially become a Permanent Member of the Association.

Article 8 Life member legal spouse (not from Dabu clan), can apply as association life member, but restricted to hold any of the following designation, namely: Chairman, Deputy Chairman, Vice Chairman, Secretary General, Assistant Secretary General, Treasurer, Assistant Treasurer, Head of Woman's Group, Head of Youth, Head of Senior's Group, Head of Char Yong Choir, Head of Publicity, Head of Commerce & Industry, Head of ISO, Investigator and Public Relations Officer. But can be hold as Executive Committee Members and sub-committees' members.

CHAPTER 6 OBLIGATIONS AND PRIVILEGES

Article 9 A member shall fulfil the following obligations:

- (a) Observe the Constitution of the Association and its resolutions;
- (b) Introduce clansmen from Dabu to join the Association;
- (c) To sponsor expenses of the Association when necessary.

Article 10 A member shall have the right to vote, to be elected as a committee member, to attend general meetings, to voice in the general meetings, to vote for a decision and all others member's privileges. Members who have joined the Association for less than one (1) year do not have right to cast any vote and be elected in any Association designation. Any members does move house from Selangor, Kuala Lumpur or Putrajaya more than one year (base on the address stated in MyCard), his / her memberships will be expel automatically.

Article 11 Clansmen of Dabu who residing in Selangor, Kuala Lumpur or Putrajaya and have not join as a member of the Association can attend the general meeting as an observer, but they do not have all the rights of members as stipulated in Article 10 of Chapter 6.

CHAPTER 7 WITHDRAWAL OF MEMBERSHIP

Article 12 Withdrawal life membership from the Association shall submits a written notification letter to Administration Office of Association.

Article 13

A member who violates local laws, who deprived of citizenship, who fails to abide the Constitution of the Association, or has damaged the reputation of the Association, may be warned or dismissed from membership by the Council depending on the circumstances or situation. All payments or donations to the Association, paid or donate by the member who withdrawal of life membership or dismissed from membership or disqualified from membership, shall not be refunded to him/her.

CHAPTER 8 PROPERTY MANAGEMENT & OTHERS COMMITTEE

Article 14

Property Management and Other Committee Regulations are as follow: -

- (a) Pursuant to Section 9(b) of the Societies Act, 1966, the Association may appoint three (3) officers from the current Council committee members: The Chairman, Secretary General and Treasurer to manage the property of the Association. They will serve according to their term of appointment in the Council. They will automatically cease to hold that position when their term of service end.
- (b) In the event that a post falls vacant, the Council shall have the right to appoint any committee members from the Council to fill up the vacancy until the next annual general meeting (AGM).
- (c) The Council are not allowed to sell, mortgage or transfer the property of the Association unless approved in a general meeting.
* Must be dealt in accordance with Article 24 of Chapter 11.

Article 15

In the event of Property Management officers: -

- (a) Mental illness;
- (b) Resigning due to any matter;
- (c) Passed away;
- (d) Suffering from chronic illness;
- (e) Moving out from Selangor, Kuala Lumpur or Putrajaya for more than one year;
- (f) Negligence of duty;
- (g) Bankruptcy;
- (h) Corrupt practices, scam or fraud...etc...

He/she shall be dismissed and remove he/her authority through general meeting.

Article 16

Special Committee – In the events, the Association may need to organize special committees to handle special matters. The special committee members, term of appointment, and term and condition shall be decided by Boards of Committee.

CHAPTER 9

AUTHORITY AND TERM OF SERVICE

Article 17

Authority for all level as follow: -

- (a) *The General Meeting* of Members shall be the highest authority of the Association and shall have the authority to review, appoint and dismiss, and resolve and decide all major and important matters.
- (b) *The Council* shall have the authority to execute all the resolutions of the General Meetings, and to manage daily affairs of the Association.
- (c) *Chairman* - Externally as the official representative of the Association, internally, He/she shall be the Chairman in all General Meetings and Council Meetings, and has the right to implement all resolutions, the power to execute the resolutions and sign/issue important documents internally and to external parties.
- (d) *Deputy Chairman* - Assist Chairman with association affairs. If the chairman is unable to perform his/her duties for some reason, the Deputy Chairman will act on his/her behalf.
- (e) *Vice Chairman* - Assist Chairman dealing with association affairs. When the chairman is unable to perform his/her duties, the Chairman shall appoint one of the Vice Chairman to act on his/her behalf.
- (f) *Secretary General* - Assist Chairman dealing and attend to the daily affairs of the Association and supervise secretariat and employees. He/she shall keep all records including the membership register and other documents, in his/her absence, the Assistant Secretary General shall act on his/her behalf.

- (g) *Treasurer* - Take control of all the receipts and payments of the Association. In his/her absence, the Vice Treasurer shall act on his/her behalf. He/she shall oversee all financial statements and account books of the Association.
- (h) *Head of Woman's Group* - Lead and plan women's group activities, responsible for submitting activity plan, budget report and reporting the progress of the group to the Council.
- (i) *Head of Youth* - Lead and plan youth's activities, responsible for submitting activity plan, budget report and reporting the progress of the group to the Council.
- (j) *Head of Senior's Group* - Lead and plan senior members's activities, responsible for submitting activity plan, budget report and reporting the progress of the group to the Council.
- (k) *Head of Char Yong Choir* - Lead and plan choir activities, responsible for submitting activity plan, budget report and reporting the progress to the Council.
- (l) *Head of Publicity* - Plan, promote and oversee all the content of the Association's publicity, and responsible for submitting the publicity plan, budget report and reporting the progress to the Council.
- (m) *Head of Commerce & Industry* - Lead Commerce & Industry team to explore business opportunities for the Association and members and responsible for submitting the business proposal, budget report and reporting the progress to the Council
- (n) *Head of ISO* - Lead ISO team to study and review relevant knowledge, report the progress of the ISO audit to the Council, supervise and ensure all tasks related to ISO audit are completed on schedule.
- (o) *Investigators* - Responsible for investigating all matters of the Association, and submit reports to the Council.
- (p) *Public Relations Officer* - Responsible for liaison among the Dabu clansmen, others association and various societies

club. In the event, the Chairman not able to present himself/herself, the Boards of Committee shall appoint them to represent the Association to attend or participate in various celebrations or ceremonies events/ activities.

- (q) *Executive Committee Members* - Assist the Council in dealing and handling with the daily affairs of the Association.
- (r) *Auditors (Members)* - Responsible and shall have the rights to audit all receipts of income and expenditures, books and financial records of the Association. The audit must be done once a month and the audit report shall be submitted to the Council. (Elected by the members of General Meeting)

Article 18

The Terms of Service and resignation of the Committee Members and staff of the Association are as follows: -

- (a) The Council Committee Members and Assistant District Sub-committees of the Association are voluntary and serve for a term of three (3) years. They may re-elect after Term of Service end, but for the position of Chairman, Secretary General and Treasurer shall not be re-elected for more than two (2) consecutive terms. In the event, Chairman two (2) term of service end during his/her as the President of “The Federation of Taipu (Chha Yong) Associations Malaysia” and the term of service as the President of “The Federation of Taipu (Chha Yong) Associations Malaysia” has yet to end (if any), under this special situation, The Chairman shall automatically appointed as the next term Chairman of the Association for one (1) additional term after two (2) consecutive terms (Only one (1) term allowed), so The Chairman able to serve full term as the President of “The Federation of Taipu (Chha Yong) Associations Malaysia”. During the term of service, if The Council Committee Member has sufficient reason to resign, his/her resignation need to approve by the Council. His/her vacancy shall be filled up by a member appointed by the Council.
- (b) In the event, if a Council Committee Member serious wrong doing, has badly affect reputation of the Association image, and such circumstance has been confirmed to be fact after investigation, the said Council Committee Member shall be terminated from his/her term of service through a General Meeting.

- (c) Council Committee Member shall personally present at any meeting. In the event, he/she is not able to do so due to illness or other affairs, he/she need to write in for leave together with submission of reasonable documents. If a member of the Council fails to attend meetings on three (3) occasions consecutively, the Association shall notify him/her by registered letter and if he/she still absents himself/herself without reason, he/she shall be deemed to have automatically relinquished his/her post and the vacancy shall be filled up by a member appointed by the Council.

CHAPTER 10

Article 19

MEETINGS & MEETING SESSIONS

There shall be Two (2) types of General Meeting which are as follows: -

(1) *Annual General Meeting (AGM)*

- (a) The Annual General Meeting shall be held once annually before end of June and it shall be convened by the Chairman. If the term of service of the current Council Committee Members ends in that year, shall appoint a Speaker to chair the election proses, the Council Committee Members for the next term shall be elected in the said Annual General Meeting. The quorum for an Annual General Meeting is half the total qualify members or twice of the number of Council Members (whichever is lesser). If half an hour after the scheduled time for the meeting, the quorum for the meeting still not achieved; The chairman may declare the meeting to be extended /postponed and convene again within Two (2) months. At the postponed meeting, the quorum shall be deemed as the number of attendees regardless of the number of attendees. All resolutions passed at the meeting shall be valid. But the meeting is limited to the original agenda, the Constitution of the Association are not allowed to be amended and shall not mortgage any Association Properties.
- (b) The agenda of the Annual General Meeting shall be: -
- (i) To adopt the Annual Meeting Report.
 - (ii) To adopt the Chartered Audit Annual Financial Report. (Before 31st December)
 - (iii) To appoint a chartered auditor.
 - (iv) To elect Thirty-One (31) Council Committee Members and Two (2) Internal Auditors in the election year.
 - (v) To review others proposal that submitted in advance.

- (c) The notice of the Annual General Meeting should be published in local daily Chinese newspapers Three (3) weeks before the general meeting and the notice of the meeting should be send at least 14 days in advance to all members. If not election year, only post out the notice of meeting, annual income and expenditure account, balance sheet and annual budget. The reports will only upload to Association Official Page, restricted for members reading only. If the Annual General Meeting falls on the election year, members name listing shall also be printed and distributed together with the notice of the meeting. the election ballot ticket must be numbered, signed by Chairman and stamped with the Association seal. Members must present their MyCard in person to pick up the election ballot ticket.
- (d) The financial year for the Association is from 1st of January to 31st of December of the year.
- (2) *Extraordinary General Meeting (EGM)*
 - (a) When necessary, the Board of Committee has right to call upon Extraordinary General Meeting at any time.
 - (b) In the event of an important matter occurs, or a joint request in writing from more than sixty-two (62) members, stating the reasons thereof, and within three months after approval by the Council, the chairman may convene an Extraordinary General Meeting. All members who signed and submitted the joint request must attend in person at the meeting. The quorum and extension period of the Extraordinary General Meeting shall be the same as the Annual General Meeting. If all the members fail to be present and the meeting dismissed as a result, they shall not be allowed to request for another Extraordinary General Meeting within the next six (6) months with the same reasons or issues raised. The notice for an Extraordinary General Meeting shall be sent by the Secretary General to all members at least fourteen (14) days before the meeting.

Article 20

Boards of Committee Meeting

The Committee Meeting is chair by Chairman and it shall convene at least four (4) meetings in a year, and the Chairman and Secretary General shall issue a notice seven (7) days before the meeting. In the event of an important matter, the Chairman

may convene an interim emergency meeting. The Council meeting shall be a quorum of sixteen (16) persons, if twenty (20) minutes after the scheduled time, the quorum is still not achieved, the meeting shall be postponed for one (1) week. At the postponed meeting, the quorum shall be deemed as the number of attendees regardless of the number of attendees. All resolutions passed at the meeting shall be valid.

CHAPTER 11 FUND / FINANCIAL

Article 21

The source of fund of the Association mainly contribute from rental collection from properties of the Association and membership fees. If necessary, resolutions/ proposal for fund raising shall be approved in a General Meeting or Council Meeting.

Article 22

During the Annual General Meeting, the Council has to present a budget of income and expenditure for the ensuing year for approval, and after approved from the General Meeting, the Council can implement according to the approved budget. The expenditure shall not exceed the budget for the said year, and the budget shall include the following items:

- (a) Income
 - (i) Rental Collection from properties of the Association.
 - (ii) Membership Fees, donations, special donations and other income.
- (b) Expenditure
 - (i) Recurring expenses.
 - (ii) Expenses allocated to the Charity and Education Fund Committee of the Association.
 - (iii) Donation to other Charity and Educational institutions, Alms and others expenses of the Association.
- (c) For litigation (except for the tenants matters in property management) and other special expenses, if the expenses not included in the budget and the amount exceeded Ringgit Malaysia Thirty Thousand (RM 30,000), the council must seek approval for the expenditure from the General Meeting before they can proceed to use of the fund.
- (d) The Council has to set up an account with local bank in the name of the Council of the Association. When the Cash

exceeded Ringgit Malaysia One Thousand (RM 1,000.00) shall be deposited in the bank. Cheques for withdrawal of funds shall be valid only when jointly signed by three (3) officers: Chairman or the Deputy Chairman, AND either the Secretary General or Vice Secretary General, AND either the Treasurer or Vice Treasurer.

- (e) The petty cash kept by the Treasurer shall not exceed Ringgit Malaysia Three Thousand (RM3,000.00).

Article 23

Expenditure Authority - The Secretary General has the right to approve payment not exceeding Ringgit Malaysia Five Thousand (RM5,000.00), the Chairman has the right to approve for expenses which not exceeding Ringgit Malaysia Ten Thousand (RM10,000.00), and the Council has the right to approve expenses not exceed Ringgit Malaysia Thirty Thousand (RM30,000.00). Any payment that exceeded Ringgit Malaysia Thirty Thousand (RM30,000.00) has to be approved by a General Meeting before the payment made.

CHAPTER 12 PROPERTY

Article 24

All Title Deeds of Immovable Properties of the Association shall not be sold or mortgaged without a resolution passed in a General Meeting. The latter shall be attended by at least five hundred (500) members and the resolution must be approved by at least two third (2/3) of the total members present in the General Meeting. Any amendment to the aforementioned Constitution (Article 24 of Chapter 12) also required the approval of two third (2/3) of the total members (at least 500 members) who are present at the General Meeting to be effective.

CHAPTER 13 ELECTION

Article 25

Primary Election

- (a) *Nomination of Candidates* - All members who intend to nominate candidates for election of the Council Committee Member must fill in the candidate nomination form and submit the nomination acceptance letter to Association Secretariat / Office within seven (7) days before the meeting. The candidates must be proposed by one member and seconded by another member in order to be valid. But no candidate is allowed to propose or second himself/herself.

- (b) Should the number of candidates nominated be Thirty-One (31), those nominated candidates shall automatically become the Council Committee Members.
- (c) In the event that candidates nominated less than Thirty-One (31), those nominated shall automatically become Council Committee Members and the remaining shortfalls shall be elected by the members present at the meeting.
- (d) If the candidates nominated exceed the number of Thirty-One (31), the members present at the meeting shall elect among those nominated candidates by vote.
- (e) If there is a duplicate vote, (one member casts two votes) or a vote signed by a non-member, it will be an invalid vote.
- (f) If the number of the elected person written on the ballot appear to be not clear or altered or rewritten, the number will only be cancelled or removed.
- (g) Ballots with insufficient number of candidates shall still valid.
- (h) Candidates who get the highest number of votes shall be elected and in cases of equal votes, lots shall be drawn to decide the elected candidates.

Article 26

Re-Election - Within Fourteen (14) days after the Annual General Meeting whereby Thirty-One (31) Council Committee Members have been elected, the Chairman of the General Meeting shall convene a re-election meeting of Council Committee Members to elect Committee members for each position as specified in Article 4 of Chapter 4 of the Constitution. After the Committee members of the new position are appointed, the handover procedures must be carried out within Fourteen (14) days.

CHAPTER 14 EXECUTION OF DUTIES

Article 27

- (a) All resolutions of the General Meeting shall be executed by the Council or Committees. The report for the execution of the resolution shall be submitted in the next General Meeting by the Chairman or other committee head.

- (b) In the event, The Council Committee Members facing difficulties during the implementation / Execution, The Council may report to the chairman and the Chairman shall convene an interim Council Meeting to resolve.

Article 28 When necessary, the Secretary General may, with the approval of the Chairman, recruit several executive secretary and employees to carry out the Association daily work and routine job.

Article 29 In the event, any matter which is not stipulated in this constitution and supplementary provisions, it can be explained by the Council and implemented in accordance with the regulations of the Registrar of Societies.

CHAPTER 15 DISSOLVED

- Article 30
- (a) The Association can be automatically dissolve, after 4 /5 of total members pass the dissolve resolution.
 - (b) Based on pass resolution, all the Association assets after repay all the debts (legal), any remaining revenue (profits) shall be decided by members at the Annual General Meeting.
 - (c) The dissolution letter shall submits to Registrar Office within fourteen days.

CHAPTER 16 AMENDMENTS TO CONSTITUTION

Article 31 The Constitution of this Association shall not be added, deleted or amended except approved by the general meeting. Such amendment or addition shall not be effective unless it has been approved by the Registrar of Societies. However, the amendment to Constitution Article 24 of Chapter 12 of the Association required the approval of two third (2/3) of the total members (at least 500 members) who are present at the General Meeting to be effective. In the event, this constitution is unsatisfied, it may be amended by the general meeting and submitted to the local Registrar of Societies for approval.

Remarks:

Chinese version of Constitution is a translated copy, in the event of any discrepancies, the English version shall prevail.