
**CONSTITUTION OF
PERSATUAN PERUBATAN DAN UNDANG-UNDANG MALAYSIA
(MEDICO-LEGAL SOCIETY OF MALAYSIA)**

(Updated on 5th July 1999)

CONSTITUTION OF
PERSATUAN PERUBATAN DAN UNDANG-UNDANG MALAYSIA
(MEDICO-LEGAL SOCIETY OF MALAYSIA)

Article 1: Name

1.1 This society shall be known as PERSATUAN PERUBATAN DAN UNDANG-UNDANG MALAYSIA or in English the MEDICO-LEGAL SOCIETY OF MALAYSIA (hereinafter referred to as "the Society").

Article 2: Place of Business

2.1 The registered place of business of the Society is at No 19 Jalan Folly Barat, Off Jalan Ledang, 50480 Kuala Lumpur or any other place as decided by the Executive Committee. The registered place of business of the Society shall not be changed without the prior approval of the Registrar of Societies.

Article 3: Objects

- 3.1
- (a) To promote medico-legal knowledge in all its aspects;
 - (b) To maintain and promote high standards of medico-legal practice in Malaysia;
 - (c) To conduct talks and teaching seminars from time to time in the advancement of knowledge and continuing education in medico-legal matters;
 - (d) To liaise with other national bodies in legal medicine and forensic sciences for the advancement of medico-legal knowledge;
 - (e) With prior approval of the competent authorities, to publish the proceedings of the Society and other materials relating to legal medicine;
 - (f) To assist other national medico-legal bodies in the organisation of

international and regional conferences in legal medicine and related matters;

- (g) To sustain and foster interdisciplinary co-operation between medical and legal professions in the administration of Justice;

Article 4: Membership

4.1 (a) Ordinary

Qualified members of the Medical and Legal Professions and other associated professions in Malaysia may be admitted to the Society as Ordinary Members. No persons of above-mentioned qualifications shall be an Ordinary Member unless he fills an application form, is nominated and seconded by two Ordinary Members in writing and so accepted as a member by the Committee. The Committee reserves the right to reject any candidate without assigning any reasons therefor.

Any person who qualifies for membership as an ordinary member shall upon payment of a lump sum of RM300.00 shall become a life member and shall not be required to make any further payments to the Society.

(b) Honorary

The Committee may nominate honorary members by reason of their exceptional and meritorious contributions to the objects of the Society or for such other reason as the Committee may deem sufficient on such terms and conditions and for such period or periods as the Committee may from time to time think fit. Honorary members shall enjoy no voting rights.

(c) Associate

Associate members shall be those persons who, whilst not eligible for appointment as Ordinary Members, are actively engaged or interested in Medico-Legal work. Application for Associate membership shall be nominated and seconded by two ordinary members. The admission

shall be at the discretion of the Committee provided that a university or university college student shall not be admitted as a member, without the prior written approval of the Vice-Chancellor of the university or university college concerned. Associate members shall not enjoy voting rights.

- 4.2 All ordinary members shall have the right to attend and vote at the meetings of the Society and be elected to serve on the Committee.
- 4.3 Any member other than honorary members who wishes to terminate his membership shall give notice in writing to the Committee and shall settle all dues.
- 4.4 Any member who shall be found in the opinion of the Committee to be no longer a fit and proper person to continue as a member of the Society shall, subject to notice and a right of appeal to the Committee, be removed from the list of members in accordance with procedure determined by the Committee.

Article 5: Fees

- 5.1 An entrance fee of Malaysian Ringgit Fifty (RM50/-) shall be payable by each member of the Society on election.
- 5.2 The Subscription shall be paid annually and shall be as follows:-
- | | | | |
|------|-------------------|---|--------|
| (i) | Ordinary Members | - | RM30/- |
| (ii) | Associate Members | - | RM20/- |
- 5.3 The Annual Subscriptions shall be payable on election and on each succeeding first day of January.
- 5.4 The membership of any person whose subscription is one year in arrear is terminated automatically, but any such member may be reinstated by the Committee on such terms as the Committee may think fit.

Article 6: Committee

- 6.1 The Committee shall consist of Thirteen (13) members elected annually at the Annual General Meeting. They comprise the President, the Vice President

(Medical), the Vice President (Legal), The Secretary, The Assistant Secretary (Medical), The Assistant Secretary (Legal), The Treasurer and six (6) ordinary committee members.

- 6.2 The President of the Society shall be a Malaysian citizen. Other Committee Members may be non-citizens subject to the approval of the Registrar of Societies.
- 6.3 The Committee shall be responsible for the management of the affairs of the Society.
- 6.4 The Committee shall meet at least once in three (3) months upon seven (7) days' notice in writing specifying clearly the date, time and place of the meeting.
- 6.5 One-half (1/2) of the members of the Committee shall form a quorum.
- 6.6 All decisions are taken on a majority of votes. Where the votes are equally divided the President shall have a casting vote.

Article 7: Duties of Officers of the Committee

7.1 President

The President shall preside at all General Meetings and all meetings of the Committee, shall be responsible for the proper conduct of all such meetings and shall sign the Minutes of each meeting at the time they are approved.

7.2 Vice-President (Medical)

The Vice-President (Medical) shall assist the President and shall discharge the duties of the President in his absence.

7.3 Vice-President (Legal)

The Vice-President (Legal) shall assist the President and shall discharge the duties of the President in his absence.

7.4 Secretary

The Secretary shall be responsible for the General Meetings of the Society under the supervision of the President, shall perform such other duties as may be required by the Committee and shall prepare the Annual Report for approval

by the Committee.

7.5 Assistant Secretary (Medical)

The Assistant Secretary (Medical) shall assist the Secretary and shall discharge the duties of the Secretary in his absence.

7.6 Assistant Secretary (Legal)

The Assistant Secretary (Legal) shall assist the Secretary and shall discharge the duties of the Secretary in his absence.

7.7 Treasurer

The Treasurer shall be responsible for the finances of the Society, shall keep true accounts of all its financial transactions and shall prepare the annual financial report to be presented at the Annual General meeting.

7.8 Ordinary Committee Members

Ordinary Committee Members shall assist the Committee in carrying out its duties.

Article 8: General Meeting

8.1 The supreme authority of the Society is vested in a General Meeting of the Society.

8.2 An Annual General Meeting of the members of the Society shall be held in July in each year at which a report of the proceedings since the preceding Annual General Meeting and the audited accounts shall be presented and approved, and the members of the Committee shall be elected.

8.3 The Committee shall submit to each Annual General Meeting nominations for election to the Committee. Any two members of the Society may nominate any member of the Society for election to the Committee, provided that such nomination be sent in writing to the Secretary not less than twenty-eight (28) days before the Annual General Meeting. Nominations shall be printed on the notice concerning the Annual General Meeting.

8.4 The Secretary shall send to all members at least fourteen (14) days before the annual general meeting an agenda, including copies of minutes and reports,

together with the audited accounts of the Society for the previous year.

- 8.5 An Extraordinary General Meeting may be called by the Secretary on the direction of the Committee, or on the request of at least one-third (1/3) of the members of the Society, of which not less than twenty-one (21) days' notice specifying the business to be transacted shall be given. An Extraordinary General Meeting shall transact only such business as it is requisitioned for.
- 8.6 The attendance of one half (1/2) of the voting members as registered on that date or twice the Committee members whichever is less shall constitute a sufficient quorum for any General Meeting. If at any such General Meeting a quorum is not present half an hour after the time fixed for the commencement of the meeting, such meeting shall stand adjourned to the same day and time in succeeding week. At such postponed meeting those present shall form the quorum. 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 to make decisions affecting the whole membership.
- 8.7 All matters coming up for decision at a General Meeting except matters relating to the dissolution of the Society shall be decided by a simple majority.
- 8.8 When voting is equally divided, the President shall have a casting vote.
- 8.9 Voting shall normally be by show of hands unless one third of the members present with the right to vote demand voting by secret ballot.
- 8.10 The Secretary shall forward to all members a copy of the draft Minutes of each Annual and Extraordinary General Meeting as soon as possible after its conclusion.
- 8.11 Proceedings and discussions at all General Meetings and Committee Meetings of the Society shall be privileged and shall not be published except with the consent of the Committee and the member concerned.

Article 9: Financial Provisions

- 9.1 The financial resources of the Society are:
- (a) entrance fees and annual subscriptions as defined in Article 5;

- (b) donations, gifts, grants and subsidies; and
- (c) income from investments and any other source.

- 9.2 The income and property of the Society whencesoever derived shall be applied solely towards the promotion of the objects of the Society as set forth in this Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise by way of profit to the members of the Society provided that nothing herein contained shall prevent the payment of remuneration to any officers or servants or person employed by the Society or to any member of the Society or other person for service rendered to the Society.
- 9.3 The Treasurer may hold a petty cash advance not exceeding RM200/- at any one time and any amount in excess thereof shall be deposited in a bank approved by the Committee. The bank account shall be in the name of the Society.
- 9.4 All cheques or withdrawal notices on the Society's account shall be signed jointly by the Treasurer and the President or the Secretary.
- 9.5 No expenditure exceeding RM500/- in any one time shall be incurred without prior approval of the Committee, and no expenditure exceeding RM50,000/- in any one time shall be incurred without the prior approval of a General Meeting. Expenditure less than RM500/- may be approved by the President in conjunction with the Secretary and Treasurer.
- 9.6 As soon as possible after the end of each financial year, a statement of receipts and payments and a balance sheet for the year shall be prepared and audited by the auditors appointed under Article 10. The audited accounts shall be submitted for the approval of the next Annual General Meeting.
- 9.7 The financial year of the Society shall commence on the 1st May of each year.

Article 10: Auditors

- 10.1 Two (2) auditors shall be appointed annually by the Annual General Meeting

who shall be required to audit the accounts of the Society for the year, and to prepare a report for the Annual General Meeting.

Article 11: Trustees

- 11.1 Four (4) trustees shall be appointed at the Annual General Meeting and shall hold office during the pleasure of the Society. They shall have vested in them all immovable properties of the Society, upon execution of a Deed of Trust.
- 11.2 The Trustees shall act in relation to such immovable properties on the direction and authority of the General Meeting.
- 11.3 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 reason, he or she is unable to perform his or her duties or unable to do so satisfactorily. In the event of death, resignation or removal of a Trustee the vacancy shall be filled by a new Trustee appointed by a General Meeting as soon as possible.

Article 12: Amendment

- 12.1 This constitution may be amended by a resolution duly carried by two-thirds (2/3) of those voting members present at any regularly convened Annual or Extraordinary General Meeting of the Society provided that notice of each proposed amendment shall be despatched by ordinary post to the last known address of all members at least fourteen (14) days prior to the meeting at which the resolution embodying such amendment is to be taken.
- 12.2 Any amendment to the Rules shall be submitted to the Registrar of Societies within twenty-eight (28) days after the decision to make such amendment has been duly passed.
- 12.3 Such amendment shall take effect from the date of their approval by the Registrar of Societies.

Article 12: Dissolution

- 13.1 The Society shall not be dissolved except with the consent of not less than three-fifths (3/5) of all the voting members of the Society for the time being resident in Malaysia expressed either in person or by proxy at a General Meeting convened for that purpose or by postal vote, the latter to be received by the Secretary one clear day before the date of such Meeting. Any postal vote of a member received after this stipulated time will not be received for the purposes of the said meeting.
- 13.2 In the event of dissolution of the Society herein, 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.
- 13.3 Notice of the dissolution shall be given in writing to the Registrar of Societies within fourteen days of such dissolution.

File: Constitution