

PERLEMBAGAAN BAGI

PERTUBUHAN INDUK

**PERSATUAN SYARIKAT PENGHANTARAN EKSPRESS MALAYSIA (ASSOCIATION OF
MALAYSIAN EXPRESS CARRIERS)**

(PPM-001-10-01112001)

1 NAME

1.1 The Association shall be known as

PERSATUAN SYARIKAT PENGHANTARAN EKSPRESS MALAYSIA
(ASSOCIATION OF MALAYSIAN EXPRESS CARRIERS)

Hereinafter referred to as "the Association".

1.2 Meaning of name:

1.3 Level : Kebangsaan

2 ADDRESS

2.1 The registered address is

THE REGISTERED PLACE OF BUSINESS OF THE ASSOCIATION SHALL BE
KNOWN AS AMEC SECRETARIAT AND SITUATED AT A NEW AMEC OFFICE IN
THE OLD MCMC BUILDING
LOCATED AT CYBERJAYA
63000 CYBERJAYA
SELANGOR

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

LOT 3A JALAN AKITEK U1/22 SEKSYEN U1 HICOM GLENMARIE INDUSTRIAL
PARK
40150 SHAH ALAM
SELANGOR

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

3 FINANCIAL YEAR

3.1 The financial year of the Association shall be from 1st January to 31st
December.

4 AIMS AND OBJECTIVES

4.1 The mission of the Association is to promote the advancement of a sustainable Postal and Express Delivery industry through advocacy, communication and education for its Members and the nation.

4.2 The objectives for which the Association is established are: -

4.2.1 To provide an umbrella body to promote, protect and develop the collective interests of the companies involved in the express services industry.

4.2.2 To promote and establish a better understanding and appreciation of the express services industry by raising the profile of the Member it represents through an increased awareness of the contribution made by express services companies.

4.2.3 To provide a forum for the exchange and sharing of ideas to overcome problems faced in the express service industry and thereby increase the efficiency of express services to the public.

4.2.4 To provide an avenue whereby the views of all Members may be authoritatively expressed on matters relating to the express service industry in dialogues with government authorities and other relevant bodies.

4.2.5 To develop a common understanding of what constitutes standard express services and ethical practices and to ensure the operations of Members to an accepted level of best practice as may be laid down by the Association.

4.2.6 To preserve and enhance friendly relations between the Members and ensure such cooperation will benefit the public.

4.2.7 To pursue all measures to enhance the speed and the efficiency of express services.

4.2.8 To maintain good relations with all other bodies and organisation connected with express services and to co-operate with them for the benefit of Member.

4.2.9 Contributing to the development and well-being of the people and the nation of which it remains a vital vibrant and integral component.

4.2.10 To carry out the function as the Postal Forum in accordance with Section 50 of the Postal Services Act 2012 and any other functions as required by Law.

4.2.11 To be a conduit between regulators, relevant agencies, industry players and the consumers as a self-regulatory body that facilitates engagements and sets standards for the Express Delivery industry.

5 PLACE OF MEETING

5.1 The meetings of the Association shall be held at the registered address or at such other place as the Council may decide.

5.2 A meeting of the Association shall be deemed to be duly constituted if the same is done through videoconferencing or by any other audio-visual communication means or through the use of any other electronic media or technology that would enable a Member to communicate with and recognize all the other Members in the meeting in real time.

6 MEMBERSHIP

6.1 Membership of the Association shall be open to postal and express delivery services companies operating in Malaysia satisfying the following rules of eligibility:-

6.2 Ordinary Member

6.2.1 An entity registered in Malaysia whose principal business is the services of Postal (USO) or Express Delivery Services to all general Malaysians.

6.2.2 Possess a valid Postal (USO) or Courier License issued by the relevant agency under the Government of Malaysia.

6.3 Associate Member

6.3.1 Associate Membership shall be open to firms or companies related to postal and express delivery, logistics, transportation, freight forwarder services industry operating in Malaysia and who did not qualify for Ordinary Member.

6.3.2 Associate Member shall have no voting right in General Meetings and Annual General Meeting.

6.3.3 Associate Member shall not be nominated and elected to be the office bearers including Council Member in the Annual General Meeting.

6.4 Application of Membership

6.4.1 Application for admission to the Association shall be made in writing to the Honorary Secretary on the appropriate form approved by the Council.

6.4.2 The application shall be considered and approved by the Council.

6.4.3 Upon admission, the Member shall nominate the Official and Alternate nominees.

6.5 Obligation of Member

6.5.1 Member shall be bound, under penalty of expulsion from the Association, to

abide by the Constitutional Rules of the Association and the decisions of the Council.

6.5.2 To attend as frequently as possible all events organized by the Association.

6.5.3 To uphold and protect the objectives and the name of the Association.

6.5.4 To abide by the Code of Ethics of the Association.

6.5.5 To fulfil all financial obligations to the Association.

7 NOMINEES

7.1 The Nominee of a Member shall be its Chief Executive or any other person nominated in the prescribed Nomination Form and approved by the Executive Committee.

7.2 A Member may be represented at the General Meeting only by its Nominee or its duly authorised representative.

7.3 The Nominee of the Ordinary Member elected to the Council shall be a person holding office as Partner, Director, General Manager, President, Vice President or such other office of similar status approved by the Council.

8 CONFORMITY TO THE CONSTITUTION, CODE OF ETHICS, DISCIPLINE AND COMPLAINTS

8.1 Member is required to abide by the Constitution and the Code of Ethics of the Association.

8.2 Member represented by individual who has been duly authorized to undertake such representation, and shall be held liable for any breach of any clause as stipulated in the Constitution or Code of Ethics.

9 BREACH OF CONSTITUTION

9.1 Upon the finding by the Council that a Member has failed to abide by the Constitution or who for any reason tarnished the goodwill and name of the Association or caused material damage to the Association, that Member may be censured, fined, suspended or expelled from Membership by the Council.

9.2 The Member concerned shall have the right to be heard before the Council.

9.3 Such decision shall require a two-thirds majority of the Council by secret ballot.

9.4 A Member of the Council who may be involved in the case shall have no vote in the decision.

9.5 Any Member aggrieved by the decision of the Council may seek redress at a General Meeting, whose decision shall be final.

10 BREACH OF CODE OF ETHICS

10.1 Any Member who fails to abide by the Code of Ethics of the Association shall be subjected to the process and procedure as provided for in the said Code of Ethics.

10.2 In the event that the decision of the Council is to expel the Member concerned, the Member shall have the right to appeal the case to a General Meeting of Members. The Member shall write to the Honorary Secretary within 14 days from the date of the expulsion letter to the Member, after which the Honorary Secretary will call for a General Meeting. The decision by the General Meeting shall be final.

11 COMPLAINTS

11.1 Any complaint regarding the business conduct of a Member of the Association must be made in writing to the Secretariat who shall respond within 14 working days.

11.2 The Secretariat upon receipt of a complaint with regards to the business conduct of a Member of the Association shall refer the complaint to the Executive Committee and the relevant Board as prescribed in the Code of Ethics.

11.3 Upon the justification of the complaint after due investigation, the Member complained against shall be informed of the complaint made and shall be given the opportunity to refute, defend or explain the complaint before the relevant Board as prescribed in the Code of Ethics.

11.4 All investigations and proceedings shall be strictly confidential.

11.5 If the Member against whom the complaint is made is not satisfied with the decision of the relevant Board, the Member may appeal to a General Meeting which shall be called by the Honorary Secretary. Such request must be submitted in writing within thirty (30) days from the date of notification of the decision.

12 RESIGNATION AND TERMINATION

12.1 Any Member or Associate Member may withdraw from the Association by giving one (1) month's notice of the intention to do so to the Association in writing. Upon expiry of the one (1) month period and upon payment of all and any monies which may be due from the Member or Associate Member to the Association, the

membership shall cease. In the event that any monies due to the Association from the Member or Associate Member is not received within the stipulated time frame, the membership shall cease, with monies due remaining a legal liability against the Member or Associate Member, as the case maybe.

12.2 Any Member or Associate Member whose conduct is not conducive to the good reputation, interests and objectives of the Association may be expelled by a two thirds (2/3) majority vote of the Council, and once expelled, the Member or Associate Member forfeits his rights in the Association and to the Association's properties.

12.3 Notice of any alleged misconduct shall be given in writing to the Member or Associate Member concerned at least fourteen (14) days prior to the hearing of the Council convened to consider the expulsion in order that the Member or Associate Member may have the opportunity of answering the charge(s).

12.4 The Council, after the hearing, may have the discretion to:-

- (a) dismiss the complaint against the Member or Associate Member concerned;
- (b) reprimand the Member or Associate Member concerned in writing;
- (c) request the resignation of the Member or Associate Member concerned;
- (d) expel the Member or Associate Member concerned from the Association.

12.5 If the Member or Associate Member concerned fails to attend the hearing without valid reasons acceptable by the Council, the Member or Associate Member concerned forfeits the right of the hearing and the decision of the Council shall be final.

12.6 Any Member aggrieved by the decision of the Council may seek redress at General Meeting, whose decision shall be final.

12.7 Notification to Relevant Authorities

12.7.1 The Secretariat shall write to inform the Licensing Department of the Malaysian Communications and Multimedia Commission (MCMC) and/or other relevant authorities of AMEC's decision within sixty (60) days from the date of the termination letter issued to the Member.

13 SOURCE OF INCOME

13.1 Entrance Fee

13.1.1 The entrance fee shall be Ringgit Malaysia Five Hundred (RM500.00) for all type of Membership.

13.2 Annual Subscription Fee

13.2.1 The annual subscription fee shall be as follows:

(a) Courier License Class A

Annual subscription fee for Class A license holder shall be Ringgit Malaysia Five Thousand Only (RM5,000.00).

(b) Courier License Class B

Annual subscription for Class B license holder shall be Ringgit Malaysia Three Thousand Only (RM3,000.00).

(c) Courier License Class C

Annual subscription for Class C license holder shall be Ringgit Malaysia One Thousand Only (RM1,000.00).

(d) USO License

Annual subscription for USO license holder shall be Ringgit Malaysia Seven Thousand Only (RM7,000.00).

(e) Associate Member

Annual subscription for Associate Member is Ringgit Malaysia One Thousand Only (RM1,000.00).

14 GENERAL MEETING

14.1 The Annual General Meeting of Members shall be held not later than 31st March in each calendar year and at a time and place to be fixed by the Council for the following purposes of such a meeting :-

- a) to confirm the minutes of the previous annual general meeting and of any extraordinary general meetings held since the previous annual general meeting;
- b) to approve the Report and Audited Accounts for the year ending 31st December last preceding;
- c) to elect a President, Vice President, Honorary Secretary, Deputy Honorary Secretary, Honorary Treasurer and eight (8) Council Members every two (2) years;
- d) to appoint auditors; and
- e) to transact any other business appropriate in an Annual General Meeting of which seven (7) days' notice in writing has been given to the Honorary Secretary.

14.2 The Management of the Association shall be vested in the Council, which shall be elected from Members at every Annual General Meeting and the Council shall consist of President, Vice President, Honorary Secretary, Honorary Treasurer, Deputy Honorary Secretary, and Eight (8) Ordinary Council Members.

14.3 The Secretary shall send to every Member and Associate Member, a Notice of Meeting at least fourteen (14) days before the meeting together with an agenda showing the business to be conducted, the annual statement of accounts and a list of those properly nominated and eligible for election to the Council.

14.4 A quorum for a general meeting shall be at least half of the total number of Members (not inclusive of Associate Members) or twice the number of the Council

Members, whichever is the lesser. In the event, there being no quorum, the meeting shall be adjourned to the same day in the following week at a place and time to be appointed and notified to all Members and Associate Members by the Secretary in writing at least three (3) days before the adjourned meeting and any Members present and entitled to vote shall be deemed a quorum.

14.5 Resolution duly proposed and seconded at an Annual General Meeting shall be decided by a simple majority.

14.6 The conduct of all general meetings shall be at the discretion of the Chairman, subject to any Articles made in accordance with the provisions of this Constitution.

14.7 Each Member shall be entitled to one (1) vote. An Associate Member shall not be entitled to vote. Voting shall be by secret ballot. A Member cannot exercise voting rights if there are any outstanding subscription fees remaining unpaid. In the event of a tie, the chairman of the meeting shall have the right to exercise a casting vote.

14.8 Extraordinary General Meeting - an Extraordinary General Meeting may be called by the Council or at the request in writing by half (1/2) of the total number of Members (not inclusive of Associate Members).

14.9 An Extraordinary General Meeting requisitioned by Members shall be held within thirty (30) days of receipt of such requisition.

14.10 The President of the Association shall preside as Chairman at every General Meeting, but should he not be present within fifteen (15) minutes after the time appointed for holding the general meeting, then the Vice President shall preside and, in his absence, Members present may elect any Council Member present to be the chairman of the general meeting.

14.11 The quorum and postponement of an Annual General Meeting shall also apply to an Extraordinary General Meeting, but with the proviso that if no quorum is present, half (1/2) an hour from the time appointed for the adjourned Extraordinary General Meeting requisitioned by Member, the meeting shall be cancelled and no Extraordinary General Meeting shall be requisitioned for the same purpose until after a lapse of at least three (3) months from the date thereof.

14.12 In the event of a Member not being able to be present at any General Meeting, he may appoint another Member as proxy to vote on his behalf. The proxy form, which shall be approved by the Council, shall be deposited with the Secretary not later than forty-eight (48) hours before the date of the General Meeting.

14.13 The President, Vice President, the Honorary Secretary, the Honorary Treasurer and Honorary Deputy Secretary shall be Malaysian citizen. However, non-citizens may hold positions with the prior written approval from the Registrar of Societies. Besides being a Malaysian citizen, the President should also hold a key management position of the Ordinary Member, not a bankrupt and representing the Ordinary Member whose shares are majority owned by Malaysians or whose

controlling interest are held by Malaysians.

14.14 Since the Office Bearers represent an Ordinary Member, in the event of the resignation and/or retirement of the Office Bearers, the Ordinary Member has the right to appoint a new representative to substitute the resigned and/or retired Office Bearers.

15 COMMITTEE

15.1 With the view to the study and elaboration of certain matters, the Executive Committee or the Council shall have the power to establish Committees as provided under Clause 22, Advisors/Patron.

15.2 The Chairman of each Committee shall normally be from amongst the Council Members or can be any one that the Executive Committee deems fit to be appointed.

15.3 The Chairman of the Committees shall make proposals to the Executive Committee for its working programme and report to the Council on the progress of work.

15.4 The decision of the Committee shall be subject to the approval of the Executive Committee or the Council, as the case may be.

16 DUTIES OF OFFICE BEARERS / EXECUTIVE COMMITTEE

16.1 The President shall act as Chairman at all General Meetings and Council meetings. He shall also represent the Association in his dealings with third parties;

16.2 The Honorary Secretary or the Secretary/Secretaries appointed under Power of the Council shall keep all records of the Association other than the financial records and shall record minutes of General Meeting and Council meeting. They shall maintain an up-to-date register of Membership;

16.3 The Honorary Treasurer shall be responsible for all financial matters;

16.4 The ordinary Council Member shall assist the other bearers in carrying out their duties whenever necessary.

16.5 The Vice President shall act on behalf of the President in the latter's absence.

16.6 The Honorary Deputy Secretary shall act on behalf of the Honorary Secretary in the latter's absence.

17 STAFF

17.1 The Council shall have the power to appoint any person as the Secretariat of the Association, who may be designated by any suitable title approved by the Council for such period at such salary and on such conditions as may from time to time be determined by the Council and he shall act under the general directions of the President or, in his absence the Vice President and shall be responsible only to the Council for the execution of the decisions, policies and objects of the Association and, save herein provided, he shall not be obliged to carry out wishes or instructions of Members or Nominees.

17.2 The Secretariat

17.2.1 The Secretariat shall assist the Honorary Secretary at General Meetings and Council Meetings but shall not be entitled to vote.

17.2.2 It shall be the responsibility of the Secretariat to keep a record of Membership, record of attendance at meetings, send out notices of meetings of Council and General Meetings and record and prepare minutes of such meetings and to perform such other duties as directed by the President and/or the Council. He shall be responsible for the day to day supervision of the office and staff of the Association.

17.2.3 The Council shall have power to appoint such other staff as may be necessary upon such terms and conditions as to salary and otherwise as the Council may see fit.

17.2.4 The Secretariat and staff are paid employees of the Association and the appointment of such paid employees may be terminated by the Council subject to the terms and conditions of their appointment.

18 FINANCIAL PROVISION

18.1 All cheques shall be signed jointly by the President (or in his absence the Vice President), the Honorary Secretary and the Honorary Treasurer. In the absence of the Honorary Secretary or the Honorary Treasurer the Council shall appoint one of its Member to sign in his place.

18.2 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 (7) days of receipt be deposited in a bank approved by the Council. The bank account shall be in the name of the Association.

18.3 No expenditure exceeding RM5,000.00 at any time shall be incurred without the prior sanction of the Council and no expenditure exceeding RM30,000.00 at any one time shall be incurred without the prior sanction of a General Meeting. Expenditure less the RM5,000.00 may be incurred by the President together with the Honorary Secretary or the Honorary Treasurer.

18.4 As soon as possible after the end of each financial year ie. 31st of December,

a statement of receipts and payments and a balance sheet for the year shall be prepared and audited by the appointed auditors. 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 Association for the perusal of Members. The financial year of the Association shall commence on the first day of January and end on the 31st day of December annually.

19 AUDITORS

19.1 An external Auditor shall be appointed to audit the Association's accounts on a yearly basis.

19.2 The Auditors shall be required to audit the accounts of the Association 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 Association for any period with their tenure of office at any date and to make a report to the Committee.

20 PROPERTY ADMINISTRATOR

20.1 The immovable properties of the Association shall be vested in the name of the Association. All instruments relating to that property shall be executed by the President, Honorary Secretary and Honorary Treasurer for the time being of the Association. Their appointment shall be authenticated by a certificate of the Registrar of Societies.

20.2 The immovable properties of the Association shall not be sold, leased, mortgaged, transferred or dealt with in such manner as to divest any interest in the property without the prior consent and authority of the General Meeting.

21 INTERPRETATION

21.1 In this Constitution, unless hereinafter specifically provided, the following terms shall have the meaning respectively stated: -

(i) "Association" or "AMEC" shall mean Persatuan Penghantaran Ekspres Malaysia (Association of Malaysian Express Carriers).

(ii) "Associate Member" shall mean any firm or corporation whose application for associate membership shall have been approved by the Council and whose name shall have been entered on the Register.

(iii) "the Constitution" means the constitution of the Association as herein contained and any future additions, modifications or amendments thereto.

(iv) "the Council" shall mean the Council of the Association.

(v) "Member" shall mean any firm or corporation whose application for membership shall have been approved by the Council and whose name shall have been entered in the Register as Ordinary Member.

(vi) "Representative" or "proxy" shall mean an individual nominated by a Member or an Associate Member, as the case maybe, to exercise its respective rights of Membership.

(vii) "Office Bearer" shall mean The President, Vice President, the Honorary Secretary, the Honorary Treasurer and Honorary Deputy Secretary who are elected at the Annual General Meeting.

(viii) "Executive Committee" shall mean the Office Bearer who are elected at the Annual General Meeting.

(ix) "General Meeting" shall mean Annual General Meeting, Extraordinary General Meeting and any other meeting of Members that may be called.

(x) References to any gender includes any other gender and the singular shall include the plural.

21.2 The Council shall be the sole authority for the interpretation of this Constitution made hereunder, and the decision of the Council thereon shall be final and binding on all Members and Associate Members.

22 ADVISOR / PATRON

22.1 The Executive Committee may invite any person or persons whom the Executive Committee considers suitable for such appointment as an Advisor with the prior consent of the person concerned and his appointment will be for a period to be determined by the Executive Committee and approved by the Council.

22.2 The appointed Advisors may provide advice to the Executive Committee as and when requested.

22.3 The appointed Advisor may attend and participate in the Executive Committee meetings on invitation by the Executive Committee and/or President, but without any voting right.

22.4 Appointed Advisors may not be a representative of a Member of AMEC.

22.5 The appointed Advisor must possess in depth knowledge or a subject matter expert with relevant industry experience to undertake the given task to be specified by the Executive Committee.

22.6 Any fees to be paid to the appointed Advisor should obtain prior approval of

the Council.

23 PROHIBITION

23.1 The Association shall not participate in politics nor affiliate with any political organisation.

23.2 No games or competition which are unlawful under the laws of Malaysia shall be introduced in whatsoever way into the premises of the Association.

23.3 The funds of the Association shall not be applied in whatsoever way in the payment of any penalty imposed on any Member or Council Member by a Court of Law except for circumstances mentioned in Clause 28.1.

23.4 No games of chance shall be played on the premises.

23.5 The Association shall not hold any lottery, whether confined to its Members or not, in the name of the Association or its office bearers, Council Members, Members or Associate Members.

24 AMENDMENT TO CONSTITUTION

24.1 The Articles may be amended by two-thirds (2/3) vote of the Members present and voting at an Annual General Meeting provided that written notice of the proposed amendments is given to the Secretary, seven (7) days prior to the date of the meeting.

24.2 Between Annual General Meetings, the Articles may be amended at an Extraordinary General Meeting by a two-thirds (2/3) vote of the Members present and voting provided that written notice of the proposed amendment is given to the Secretary, twenty-one (21) days prior to the date of the meeting and that the Secretary in turn notifies all Members in good standing, in writing fourteen (14) days prior to the date of the meeting.

24.3 Any proposal which is adopted by resolution at the meeting shall become valid and binding as soon as written approval of the Registrar of Societies is obtained. Any application to alter, amend or delete clauses in these Articles shall be forwarded to the Registrar of Societies within sixty (60) days of its approval by a General Meeting.

25 DISSOLUTION

25.1 The Association shall not be dissolved, except with the consent of not less than two-thirds (2/3) majority of the Members expressed either in person or duly appointed representative, at a General Meeting convened for that purpose.

25.2 In the event of the Association being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Association shall be fully discharged and the remaining costs or surplus shall be distributed among Member as at the date of the passing of the resolution prorata.

25.3 Notice of Dissolution shall be given within fourteen (14) days of dissolution to the Registrar of Societies.

26 **FLAG, LOGO AND BADGE**

26.1 Flag

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Description

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26.2 Logo

Please refer to Lampiran

2. Lambang

Description

New Logo

26.3 Badge

-

Description

-

27 **NOTICE**

27.1 Every Member and Associate Member shall communicate in writing to the Secretary any change in its office / email address or that of its agents and all notices and correspondence posted / emailed to such address shall be considered as having been duly given on that day following such posting / emailing to that address. No meeting shall be invalidated by nonreceipt of notice provided that the Secretary has proof of posting/ emailing.

28 **INDEMINITY**

28.1 If any prosecution, action or suit at law be commenced against any Member or Council Member or any personnel, servant or agent of the Association for anything done by him in the proper or reasonable discharge of his duty to the Association as such, then and in such case such person(s) shall be defended and indemnified by and at the cost of the Association from all damages, costs and expenses which may

be incidental to or result from such prosecution, action or suit at law and the property and funds of the Association may be applied for such purposes as may be directed by the Council from time to time.

29 POWER OF THE COUNCIL

29.1 The Council shall be empowered to run the affairs of the Association as outlined in the objectives of the Association.

29.2 The Council shall have power from time to time to appoint or remove any paid employee(s) of the Association or any professional firm and to delegate all or any of their powers to the President and/or the Vice President and/or any Council Member/Members.

29.3 To appoint auditor to investigate into its affairs as and when deemed necessary.

29.4 To invest and otherwise deal with the funds of the Association and to incur such expenses as they deem necessary.

29.5 To hold any moveable property of the Association.

29.6 To appoint such Committee as maybe deemed necessary.

29.7 To form Bye-Laws not contrary to the Constitution of the Association and a Code of Ethics for Members and Associate Members.

29.8 Except where they are contrary to or inconsistent with the policy previously laid down by the General Meeting, the decisions of the Council shall be binding on all Members and Associate Members of the Association.

29.9 Meetings of the Council may be held monthly or more frequently and on such occasions as the President or at least four (4) Council Members deem necessary.

29.10 Between Annual General Meetings, the Council shall interpret the Constitution of the Association and, when necessary, determine any point on which the Constitution is silent.

29.11 Seven (7) days' notice shall be given of a meeting of the Council, except that in case of emergency, the President may authorize the Honorary Secretary/Secretaries to give not less than 48 hours' notice.

29.12 At all meetings of the Council only Council Members or the nominated representatives of the Council Members may attend. The Council Member shall have only one vote.

29.13 Any Council Member absenting himself from three consecutive meetings without satisfactory explanation shall be deemed to have withdrawn from the

Council.

29.14 The quorum for the meeting of the Council shall be six (6) Council Members.

30 **ARREARS**

30.1 Any Member failing to pay the annual subscription fee within two months after notification thereof has been posted or emailed or sent by any electronic means to the Member by the Secretariat, or being in arrears 3 months with subscription, shall cease to be entitled to the rights and privileges of Membership. In default of payment of the amount of any levy and/or subscription within one month of final demand under the hand of the Secretariat, such Member shall ipso facto cease to be a Member of the Association.

30.2 Upon any application for re-admission by a Member whose Membership had ceased under the provision of the preceding paragraph, the Council may require the Member to join as a new Member.

LAMPIRAN

1. Bendera
 -
 - Keterangan
 -
2. Lambang



Keterangan

-

3. Lencana
 -
 - Keterangan
 -