

砂拉越诗巫颍川陈氏公会

PERSATUAN KLAN CHEN (LING CHUAN) BAHAGIAN
SIBU, SARAWAK

条规与章程

Rules and regulations

(如有疑难,应查阅英文版为准)

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第一章: 名称.

这个社团的名称是砂拉越诗巫颍川陈氏公会,以下简称本公会.

1 NAME

- (1) The Association shall be known as
PERSATUAN KLAN CHEN (LING CHUAN) BAHAGIAN
SIBU, SARAWAK
Hereinafter referred to as "The Association".
- (2) Meaning of Name :
- (3) Level : Lain-lain.

第二章: 注册/邮寄地址.

- (1) 本公会注册地址 & 邮寄地址是诗巫英雄路第六巷 , No.4-6,
2nd Floor, Lorong Pahlawan 6, 96000 Sibu,Sarawak.
- (2) 若未得社团注册官许可,本公会的注册及邮寄地址不得更换.

2 ADDRESS

- (1) The registered address is:
No. 4-6, 2nd Floor, Lorong Pahlawan 6, 96000 Sibu, Sarawak.

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

No. 4-6, 2nd Floor, Lorong Pahlawan 6, 96000 Sibul, Sarawak.

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

第三章: 目的

- (1) 提升加强陈氏宗亲的关系,并致力谋求本公会会员的利益与好处.**
- (2) 提升并照顾会员及彼等子女之福利.**
- (3) 为会员们提供社交和互助的管道.**
- (4) 设立一个奖学金/贷学金/奖励金款项,帮助会员及其子女们.此项目须以会员大会通过的附加条文来管理.**
- (5) 购置产业和其他类似的设施,使会员得益.**
- (6) 为达致公会的目标而筹款,但必须先获得社团注册官与相关官员的同意.**

3 OBJECTIVE

- (1) To promote and strengthen Chen Clan relationship and strive for the interest and benefit of its members.
- (2) To promote and look after the welfare of its members and their children.
- (3) To provide its members with the means of social intercourse and mutual helpfulness.
- (4) To establish a scholarship, study loan / award fund governed by its by laws approved by a general meeting of members with a view to help the members and or their children.
- (5) To acquire properties and such other facilities for the benefits of the members.
- (6) To raise fund for the attainment of the objects of the Association, with the prior consent of the Registrar of Societies and approval of the authority concerned.

第四章: 会员资格

- (1) 普通会员 开放给所有住在诗巫省内姓陈的华裔马来西亚公**

民, 行为品德良好,十八岁或以上,愿意遵守本会条规章程者.

(2) 附属会员 开放给所有会员的配偶,十八岁或以上,不是姓陈者.

附属会员没有投票权,也不能担任公会职位.

4 MEMBERSHIP

(1) Membership Qualification

(a) Life Members

Shall be open to any Malaysian Chinese whose surname is Chen or spelt Ting, Tan, Ding, Chin, Chan and Teng, residing in Sibu Division, whose conduct and character are good, having attained the age of eighteen (18) years or above and is willing to abide by the clauses and constitution of the Association.

(b) Associate Members

Shall be open to any Ordinary Member's spouse of eighteen (18) years or above whose surname is not as mentioned in paragraph (a) above. An Associate Member shall have no right to vote or to hold office.

第五章: 申请成为会员

(1) 每一项申请须由两位现有会员提议附议后,呈交文书,秘书须一有机会就呈给理事会批准.理事会也可以自行决定,拒绝任一项申请,并无须列明理由.

(2) 当申请被批准,并交上入会费与第一年所会员捐(只限普通会员)之后,就可以收为会员,且享有一切会员的权力.

5 Application For Membership

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

(2) Every applicant whose application has been approved as aforesaid shall, upon payment of the prescribed Life Membership fee (for Ordinary Members only), be admitted as a member of the Association and shall be entitled to all the privileges of membership.

第六章: 会员的义务

每位会员须:

- (1) 遵守公会的条规与章程,并依循会员大会所作的各项决定.
- (2) 付还常年会员捐(只限普通会员)和其他特别捐款,如果有的话.

6 Obligation Of Members

Each member shall abide by the clauses and constitution of the Association and to follow the resolutions and decisions made in a general meeting of members and each member shall pay the Life Membership fee (for Ordinary Members only) and other special subscription, if any.

第七章: 会员的权力

除非在条规有特别规定,否则每个会员皆有权:

- (1) 出席会员大会及投票.
- (2) 选举及被选 (只限普通会员).
- (3) 为改善公会而作出提议.
- (4) 参与公会的活动.
- (5) 享受会员的一切权力.

7 Rights Of Members

Unless otherwise provided in these clauses, any member shall be entitled to:

- (a) Attend and vote in any general meeting of members;
- (b) Elect and be elected (only for Ordinary Membership);
- (c) Make proposals for the activities of the Association; and
- (d) Enjoy all the privileges of membership.

第八章: 会员名册

文书必须保留一份会员名册,记录下列资料:

- (1) 编号
- (2) 入会日期
- (3) 中英姓名
- (4) 出生日期及地点
- (5) 登记证号码
- (6) 职业及办公地址
- (7) 住家地址
- (8) 国籍
- (9) 性别
- (10) 配偶中英姓名

8 Member roster

Instrument shall keep a Membership Register containing the following particulars:

- (i) Serial No.
- (ii) Date Of Admission
- (iii) Name (both Chinese and English)
- (iv) Date and Place of Birth
- (v) Identity Card Numbers
- (vi) Occupation and Office Address
- (vii) Home Address
- (viii) Nationality
- (ix) Sex
- (x) Spouse's Name (both Chinese and English)

第九章: 地址的更换

会员的地址若有更换,必须通知秘书,若不然,秘书按旧地址寄发任何信件,通知或告示时,就算是已经寄到会员手中.

9 Change Of Address

Every member shall notify the Secretary of his change of address, failing which any letter, circular or notice sent to his last registered address, shall be deemed to have been given to and received by such member for any purpose provided by these clauses.

第十章: 退出公会

任何会员若欲退出公会,须以书面通知秘书,两星期后方始生效,同时会员也必须还清所欠款额.

10 RESIGNATION AND TERMINATION

(1) Resignation

Every member who wishes to resign from the Association shall give two

(2) weeks notice in writing to the Secretary and shall pay up all dues.

第十一章: 开除会员

(1) 任何会员若有损及公会良好名声,或是不履行第 6 条款所列的义务,可由理事会以下列方式处置.

(a) 以书面警告 ; 以及

(b) 若情况太过严重,则开除会员籍.

(2) 任何会员若被开除,他可以在 30 天内,有权向会员大会上诉. 会员大会的决定将是最后所决定.

(3) 被开除所人士无论何时都不得再被收为会员.

11 Expulsion Of Members

(a) Any member who has damaged the good name of the Association or has failed to fulfill the obligations under Clause 7, shall be dealt with by the Committee as follows:

(i) To be given a warning in writing; and

(ii) To be expelled if the state of affair becomes too serious.

(b) Any person who has been expelled shall have the right of appeal, within 30 days of his expulsion, to the general meeting whose decision shall be final.

(c) No person who has been expelled from the Association shall at any time be readmitted as a member.

第十二章: 终止会员籍的后果

任何人不论是因退出或是被开除而终止会员籍后,就无权再享公有会的权利和特权.

12 Effect Of Ceasing To Be A Member

Any person shall, upon ceasing to be a member of the Association whether on account of resignation or expulsion, forfeit all rights and privileges to the Association.

第十三章: 入会费,会员捐及其他收费

(1) 会员入会费为 30 令吉.

(2) 在会员大会议决通过之下,公会可以向会员征收特定用途的收费.

13 SOURCE OF INCOME

The income of the Association shall derive from:

(1) Life Membership Fee: RM30.00 (Ringgit Malaysia Thirty Only)

(2) Special subscriptions or levies (may be raised from members by resolution of a general meeting)

第十四章: 一年一度会员大会

(1) 公会一年一度的会员大会可以在财政年结束后尽快举行,由理事会决定日期,时间和地点.该会员大会的议程如下:

(a) 接收理事会对过去一年公会事务的报告.

(b) 接收公会过去一年的财政报告和稽查帐目.

(c) 接收青年团团长及妇女组组长过去一年的工作报告.

- (d) 选举一个理事会,成员 25 人(不包括青年团正副团长,妇女组正副组长,彼等由青年团,妇女组选出).
 - (e) 指派下两年的稽查师.
 - (f) 在 1966 年社团法令第 9 (b) 条款之下,选举三名理事.
(参考第 21 章产业信托人)
 - (g) 其他事务.
- (2) 秘书必须在会员大会至少 21 天前以微信,Whatsapp,电邮或传达信息将会员大会通知书分发给会员 , 列明日期,时间,地点,讨论的动议,公会章程的修改和前一年稽查后的帐目.这项通知也必须在公会注册的地址张贴.

14 GENERAL MEETING

(1) Annual General Meeting

(a) An Annual General Meeting of the Association shall be held as soon as possible after the close of every financial year on a date and at a time and place to be decided by the Committee. The business of the Annual General Meeting shall be:

(i) To receive the Committee's report on the working of the Association during the previous year;

(ii) To receive the Treasurer's report and the audited accounts of the Association for the previous year;

(iii) To receive the Youth Officer's and Woman Officer's report on the working of the Association during the previous year;

(iv) To elect a Committee comprising of 25 members (excluding the Youth Officer and his Assistant and the Woman Officer and her Assistant, who shall be elected by their respective sections) for a term of two (2) years;

(v) To appoint an Auditor/Auditors for the biennially;

(vi) To appoint three officers under Section 9(b) of the Societies Act, 1966;

(vii) To deal with such other matters as maybe put before it;

(2) A notice of the Annual General Meeting stating the date, the time and the place and motions for discussion and or amendment to the clauses and constitution of the Association together with the audited accounts for the previous year shall be sent by the Secretary to all members by means of wechat, whatsapp, paper advertisement, email or by ordinary mail to notify the members not later than 21days before the date fixed for the meeting and this notice shall also be prominently displayed at the registered office of the Association.

第十五章: 特别会员大会

(1) 特别会员大会可以在下列情形下召开

(a) 理事会认为有需要

(b) 由不少过 30 名会员联合以书面要求,列明开会目的及理由.

(2) 由会员们要求的特别大会必须在接到通知后卅天内召开.

**(3) 秘书必须至少在特别大会前 15 天将议程以微信 ,
,Whatsapp,电邮或传达信息将会员大会通知书分发给
全体会员.**

15 Extraordinary General Meeting

(a) An Extraordinary General Meeting of the Association shall be convened:

(i) Whenever the Committee considers it necessary; or

(ii) At the joint request in writing of not less than 30 members stating the objects and reasons for such meeting.

(b) An Extraordinary General Meeting requisitioned by members shall be convened for a date within thirty (30) days of the receipt of such requisition.

(c) Notice and agenda for an Extraordinary General Meeting shall be forwarded by the Secretary to all members by means of wechat, whatsapp, paper advertisement, email or by ordinary mail to notify the members at least fifteen (15) days before the date fixed for the meeting.

第十六章: 法定人数及会员大会的展期

(1) 会员大会的法定人数至少必须是理事会人数的双倍,或是全体有权投票人数的一半,视何者较少为准.

(2) 若不足法定人数,会议必须展期,并由理事决定下次会议时间.

(3) 再接下来的会议中 如果出席人数又不够法定人数,那么:

a. 一年一度的会员大会可以进行,只是不可在此会议上修该条规,或是作出影响整体会员的决定.

b. 如果是由会员要求召开的特别大会,则此特别大会就要被取消,并且在该日期后的六个月内,不得以同样的理由要求召开特别大会.

16 Quorum And Postponement Of General Meetings

(a) The quorum for any general meeting shall be at least twice the number of the Committee members or one-half of the total voting membership, whichever is the lesser.

(b) In the absence of a quorum, the meeting shall be postponed to a later date to be decided by the Committee.

(c) Where no quorum is present at the subsequent date decided in accordance with paragraph (b) above:

(i) An Annual General Meeting shall proceed to business provided that such meeting shall not amend these clauses or make decisions affecting the whole membership.

(ii) An Extraordinary General Meeting requisitioned by members shall be cancelled and no Extraordinary General Meeting shall be requisitioned for the same purpose until after a lapse of six months from the date thereof.

第十七章: 理事会

(1) 由下列理事组成的理事会必须在两年一度的会员大会上选出.

- (a) 一位主席
- (b) 一位第一副主席
- (c) 一位第二副主席
- (d) 一位第三副主席
- (e) 一位秘书
- (f) 一位副秘书长 (英文)
- (g) 一位财政
- (h) 一位副财政
- (i) 一位总务
- (j) 一位副总务
- (k) 一位福利
- (l) 一位副福利
- (m) 一位教育
- (n) 一位副教育
- (o) 一位交际
- (p) 一位副交际
- (q) 一位经济
- (r) 一位副经济

- (s) 一位乐龄组
- (t) 一位副乐龄组
- (u) 一位青年团
- (v) 一位副青年团
- (w) 一位妇女组
- (s) 一位副妇女组
- (t) 5 位普通理事

17 COMMITTEE

(1)(a) A Committee consisting of the following office-bearers shall be elected biennial at the Annual General Meeting:

Chairman
1st Vice Chairman
2nd Vice Chairman
3rd Vice Chairman
Secretary
Assistant Secretary
Treasurer
Assistant Treasurer
General Affair Officer
Assistant General Affair Officer
Welfare Officer
Assistant Welfare Officer
Education Officer
Assistant Education Officer
Public Relation Officer
Assistant Public Relation Officer
Economic Officer
Assistant Economic Officer
Senior Citizen Officer
Assistant Senior Citizen Officer
Youth Officer
Assistant Youth Officer

Woman Officer
Assistant Woman Officer
5 Ordinary Committee Members

- (b) All members of the Committee and every officer performing executive functions in the Association shall be Malaysian citizens.

- (2) 提名上述职位的名字(除青年团正副团长,妇女组正副组长以外) 必须先得着提议与附议.会员大会中的选举只要超过在场投票人数的一半即可中选.二十五名获票最高的候选人就被选为理事,然后他们再于大会后一个月内复选各项职位.除财政以外,所有的理事都可以寻求连任.主席任期不得超过两届.

- (2) Names for the above officers (except the Youth Officer, Assistant Youth Officer, Woman Officer and Assistant Woman Officer who shall be elected by their respective Sections) shall be proposed and seconded and biennial election will be by a simple majority vote of the voting members at the Annual General Meeting. The 25 nominees who obtain the highest number of votes shall be the elected Committee members and they shall elect among themselves to the various officers within 1 month from the date of the Annual General Meeting. All the office-bearers shall be eligible for re-election except the Treasurer. As for the Chairman, he shall not hold office for more than two consecutive terms.

- (3) 理事会的功能是筹备和监督公会的例常事务,并且在会员大会所决定的一般政策下,决定有关公会操作的事项.在未咨询大会之前,理事会不能作出违背大会意愿的决定,必须时时顺从大会.理事会必须向大会报告过去一年的活动.

- (3) The function of the Committee is to organize and supervise the day-to-day activities of the Association and to make decisions on matters affecting its running within the general policy laid down by the general meeting. The Committee may not act

contrary to the expressed wishes of the general meeting without prior reference to it and shall always remain subordinate to the general meeting. It shall furnish a report to each Annual General Meeting of its activities during the previous year.

- (4) 理事会每三个月至少须开会一次.开会通知必须在七天以前致给理事.主席一个人或是五位理事以上联名可以召开一次理事会.会议必须要有过半的理事出席,才算有效及足够法定人数.**

(4) The Committee shall meet at least once every three months and seven days notice of each meeting shall be given to the members. The Chairman acting alone or not less than five of its Committee members acting jointly may call for a Committee Meeting. At least one half of the Committee members must be present for its proceedings to be valid and to constitute a quorum.

- (5) 如果有紧要事情须要理事会批准,而又无法召开理事会,秘书可以透过递传书信方式获取批准.以下条件满足后,就可以看为理事会已经批准了.**

- (a) 递传书信上必须清楚讲明课题,并传至所有的理事.**
- (b) 最少有一半理事须表明他们支持或反对该建议.**
- (c) 必须要有简单多数票而达致决定.**
- (d) 秘书必须把递传书信方式所达致的决定,向下次的理事会报告,并记录在案.**

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

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

- (b) At least one-half of the members of the Committee must indicate whether they are in favor or against the proposal.
- (c) The decision must be by a simple majority.
- (d) Any decision obtained by circular letter shall be reported by the Secretary to the next Committee Meeting and recorded in the minutes thereof.

(6) 任何一位理事如果没有请假而连续缺席理事会议三次,就被当作辞职论.

(6) Any member of the Committee who fails to attend three consecutive meetings of the Committee without giving any satisfactory explanation shall be deemed to have resigned from the Committee.

(7) 若有任何一位理事死亡或辞职,那么上次会员大会中竞选该职的接下来最高票者应受邀填补空缺.如果没有如此人选或是该人选不愿担任,理事会有权委任其他会员任职,直到下次会员大会为止.

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

(8) 理事会可以授权 理事去进行会务,或委任理事执行特定任务.如果该理事没有好好执行该任务,理事会可以中止该授权或委任.

(8) The Committee may delegate to officers to conduct the affairs of the Association or appoint officers to carry out specific

functions. Such delegation and appointment could be suspended if the particular officer fails to carry out the duty satisfactorily.

(9) 如果没有违反或不符合会员大会所制定的政策,则理事会所作的决定所有会员都必须接受,除非在下一次的会员大会上被否决.

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

第十八章: 理事的职责

(1) 主席应当在其任期内主持所有大会与理事会会议,确保这些会议正当的举行. 他有投票权,并在每次会议案被通过接收后签署它. 主席当代表公会,并为公会事务负责.

18 DUTIES OF OFFICE BEARERS

(1)(a) The Chairman shall during his term of office preside at all general meetings and all meetings of the Committee and shall be responsible for the proper conduct of all such meetings.

(b) He shall have the casting vote and shall sign the minutes of each meeting at the time they are approved.

(c) He shall represent the Association and be responsible for the conduct of the affairs of the Association.

(2) 第一副主席将在主席缺席时为其署理.

(2) The 1st Vice Chairman shall deputise for the Chairman during the latter's absence.

(3) 第二副主席将在第一副主席缺席时代替他.

(3) The 2nd Vice Chairman shall deputise for the 1st Vice Chairman during the latter's absence.

(4) 第三副主席将在第二副主席缺席时代替他.

(4) The 3rd Vice Chairman shall deputies for the 2nd Vice Chairman during the latter's absence.

(5) 秘书须按公会的条规推动会务,并执行会员大会及理事会的指示. 他必须处理所有来往信件,保存一切书籍,文件和报告,唯不包括帐目和财务记录.他必须出席全部会议记录议案.

(5)(a) The Secretary shall conduct the business of the Association in accordance with the clauses of the Association and shall carry out the instructions of the general meeting and the Committee.

(b) He shall be responsible for conducting all correspondence and keeping all books, documents and papers except the accounts and financial records.

(c) He shall attend all meetings and record the proceedings.

(6) 副秘书长要帮助秘书执行他的任务,并在秘书缺席时代替他.

(6)(a) The Assistant Secretary shall assist the Secretary in carrying out his duties and shall act for him in his absence.

(7) 副秘书长须协助秘书,按公会的条规推动会务,并执行大会和理事会的指示. 他必须负责处理所有英文信件,保存一切英语文件和报告,除了帐目和财务记录以外.

(7) The Assistant Secretary shall assist the Secretary to conduct the business of the Association in accordance with the clauses of the Association and shall carry out the instructions of the general meeting and of the Committee. He shall be responsible for conducting all English correspondence and keep all English documents and papers except the accounts and financial records.

(8) 财政要负责公会的财务和帐目.他必须保存一切财务收支并须确保正确. 每一段财政期结束后,他必须预备一份报告,呈交下一度 会员大会核准.

(8) The Treasurer shall be responsible for the finance and accounts of the Association. he shall keep accounts of all financial transactions and be responsible for their correctness. He shall prepare a statement of account at the end of each financial period for submission for approval by the next Annual General Meeting.

(9) 副财政要协助财政执行他的任务,并且在他缺席时代替他.

(9) The Assistant Treasurer shall assist the Treasurer in carrying out his duties and shall act for him in his absence.

(10) 教育是负责公会的教育事务.

(10) The Education Officer shall be responsible for the education affair of the Association.

(11) 副教育是协助教育进行事工,并在他缺席时代替他.

(11) The Assistant Education Officer shall assist the Education Officer, and shall act for him in his absence.

(12) 福利是负责公会慈善福利工作.

(12) The Welfare Officer shall be responsible for public benevolent and welfare matters.

(13) 副福利是协助福利执行其任务,并且在他缺席时代替他.

(13) The Assistant Welfare Officer shall assist the welfare officer in carrying out his duties and shall act for him in his absence.

(14) 总务是负责公会的一切庶务.

(14) The General Affairs Officer shall be responsible for the general affairs of the Association.

(15) 副总务是协助总务执行其任务,并且在他缺席时代替他.

(15) The Assistant General Affairs Officer shall assist the General Affairs Officer in carrying out his duties and shall act for him in his absence.

(16) 交际是负责公会的公共关系工作.

(16) The Public Relation Officer shall be responsible for the public relation of the Association.

(17) 副交际是协助交际执行其任务,并且在他缺席时代替他.

(17) The Assistant Public Relation Officer shall assist the Public Relation Officer in carrying out his duties and shall act for him in his absence.

(18) 经济是负责公会的经济活动.

(18) The Economic Officer shall be responsible for the economic activities of the Association.

(19) 副经济是协助经济执行其任务,并且在他缺席时代替他.

(19) The Assistant Economic Officer shall assist the Economic Officer in carrying out his duties and shall act for him in his absence.

(20) 乐龄组是负责公会的乐龄活动.

(20) The Senior Citizen Officer shall be responsible for the senior citizen activities of the Association.

(21) 副乐龄组是协助乐龄组执行其任务,并且在他缺席时代替他.

(21) The Assistant Senior Citizen Officer shall assist the Senior Citizen Officer in carrying out his duties and shall act for him in his absence.

(22) 青年团团长是负责公会的青年活动.

(22) The Youth Officer shall be responsible for the youth activities of the Association.

(23) 青年团副团长要协助团长执行其任务,并且在他缺席时代替他.

(23) The Assistant Youth Officer shall assist the Youth Officer in carrying out his duties and shall act for him in his absence.

(24) 妇女组组长负责公会的妇女活动.

(24) The Woman Officer shall be responsible for the woman activities of the Association.

(25) 妇女组副组长要协助组长执行其任务,并且在她缺席时代替她.

(25) The Assistant Woman Officer shall assist the Woman Officer in carrying out her duties and shall act for her in her absence.

(26) 理事会的普通理事们负责执行由理事会托付给他们的任务.

(26) The Ordinary Committee Members shall take charge of duties allocated to them by the Committee.

第十九章: 财务条款

(1) 公会的财政是每年正月一日开始.

(2) 公会的收入和产业只能用在公会所订的目的上,不得用股息或花红的名义直接或间接付给公会的会员们.但是付实际工作的酬劳给任何公会理事,公会的工人,会员或其他人却不受禁止.

(3) 财政可以预支一小笔的流动用款,数目不超过二百令吉.若有超过此数目,在收到后七天内必须存入理事会所批准的银行. 银行户口的名字必须是本公会.

(4) 本公会所有的支票或是提款通知的签名,必须由主席,或是在他缺席时由第一副主席替代, 再加上秘书和财政签署.

(5) 超过五百令吉的用费,必须先得着理事会的批准.超过一万

令吉的用费,必须先得着会员大会的批准.

- (6) 每一个财政年结束后, 财政要尽快预备一份收支表和资产负债表,并经过查账查证后,交给下一届会员大会批准. 副本必须放一份在公会的注册所让会员审阅.

19 FINANCIAL PROVISION

(1) The financial year of the Association shall commence on first day of January,annually.

(2) The income and property of the Association shall be applied solely towards the promotion of the objects of the Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividend or bonus or otherwise to person or persons who are members of the Association. But noting herein contained shall prevent the payment in good faith of remuneration to any officer-bearer or servant of the Association or to any member thereof or other person in return for any service actually rendered to the Association.

(3) The Treasurer may hold a petty cash advance not exceeding RM200.00 (Ringgit Malaysia Two Hundred Only) at any one time. All monies in excess of this sum shall within seven (7) days of receipt be deposited in the bank approved by the Committee. The bank account shall be in the name of the Association.

(4) All cheques and withdrawal notices on the Association's account should be signed jointly by the Chairman or his absence the Vice Chairman, the Secretary and the Treasurer.

(5) No expenditure exceeding RM500.00 (Ringgit Malaysia Five Hundred) at any one time shall be incurred without the prior sanction of the Committee and no expenditure exceeding RM10,000.00 (Ringgit Malaysia Ten Thousand) at only one time shall be incurred without the prior sanction of a general meeting.

(6) As soon as possible after the end of each financial year a statement of income and expenditure and a balance sheet for the year shall be prepared by the Treasurer and audited by the Auditor/Auditors appointed under

Clause 11. The audited accounts shall be submitted for the approval of the next Annual General Meeting and copies shall be made available at the registered office of the Association for the perusal of members.

第二十章: 查账

- (1) 会员大会须委任一位或多位非会员理事的人士担任义务查账. 他们只能任职两年,不得连续委任.**
- (2) 查账须查证两年的帐目,并且预备一份报告或证明书给会员大会. 主席也可以随时请他查证他在任内任何一段时间的公会帐目,并向理事会报告.**

20 AUDITORS

- (1) One or more persons who shall not be office-bearers of the Association shall be appointed by the Annual General Meeting as Honorary Auditor(s). He/They shall hold office for two (2) years only and shall not be re-appointed.
- (2) The Auditor/Auditors shall be required to audit the accounts of the Association annually and to prepare a report or certificate for the Annual General Meeting. He/They may also be required by the Chairman to audit the accounts of the Association for any period within his/their tenure of office at any date and to make a report to the Committee.

第二十一章: 产业信托人的委任

- (1) 会员大会必须委任三位年龄不超过 21 岁的理事在作为产业信托人,以符合 1966 年社团法令第 9 (b) 条款.**
- (2) 产业信托人须任职到下一届会员大会为止,并且可以继续寻求被委任.**
- (3) 产业信托人须按会员大会指示,处理注册在公会名下的不动产.**
- (4) 产业信托人如果没有会员大会的许可与授权,不得擅自**

出售,放弃公会的产业或是过名给他人.

- (5) 任何一位产业信托人若因健康欠佳,精神不正常,不在国内或是其他理由,而不能合理执行其任务时,可以由会员大会罢免其职. 若在会员大会之前有因死亡,辞职或罢免而出现空缺,可通过特别会员大会来填补.

21 PROPERTY ADMINISTRATOR / TRUSTEES

- (1) Three officers who must be office-bearers and over 21 years of age, shall be appointed at the Annual General Meeting for the purpose of the Section 9(b) of the Societies Act, 1966.
- (2) The officers shall hold office until their term expires at the next Annual General Meeting and shall be eligible for re-appointment.
- (3) The officers shall deal with the immovable property of the Association in such manner as the general meeting may direct provided that all immovable properties shall be registered in the name of the Association.
- (4) The officers shall not sell, withdraw or transfer any of the property of the Association without the consent and authority of a general meeting of members.
- (5) An officer maybe removed from office by a general meeting of members on the grounds that owing to ill health, unsoundness of mind, absence from the country or for any other reasons, he is unable to perform his duties or unable to do satisfactorily. In the event of the death, resignation or removal of an officer before the Annual General Meeting the vacancy shall be filled by an Extraordinary General Meeting convened for the purpose.

第二十二章: 移交职位

- (1) 新理事会选出后 15 天内必须移交职位.
- (2) 职位的移交须包括移交公会的印章,一切档案和记录,帐簿和在手的现金.

(22)

(a) Handing over of office shall be effected within 15 days of the election of the new Committee.

(b) Handing over of office shall include the seal of the Association, all files and records, account books and cash in hand.

第二十三章: 青年团和妇女组

- (1) 公会可设立一个青年团和妇女组,分别由青年团团长和妇女组组长带领. 青年团团长由一位副团长协助,妇女组则由一位副组长协助. 理事会须制定另外条规妥善管理这两个部门.
- (2) 任何要加入青年团或是妇女组者必须是本会的会员. 青年团的成员年龄限制在 40 岁以下.
- (3) 青年团和妇女组不得另外再开个别银行户口.
- (4) 正副青年团长,正副妇女组组长须由青年团及妇女组分别选出. 他们将自动成为公会的理事.

23 YOUTH AND WOMAN SECTIONS

(1) There shall be established a Youth Section and a Woman Section headed by a Youth Officer and a Woman Officer respectively. The Youth Officer shall be assisted by an Assistant Youth Officer and the Woman Officer shall be assisted by an Assistant Woman Officer. Separate by-laws shall be drawn up by the Committee for the proper management of the respective sections.

(2) Any person who wishes to join the Youth Section or the Woman Section must be a member of the Association. A member of 40 years of age and above shall be allowed to become a member of the Youth Section.

(3) No separate bank accounts shall be operated in the name of Youth Section or Woman Section.

(4) The Youth Officer, the Assistant Youth Officer, the Woman Officer and the Assistant Woman Officer shall be elected by the respective section's and they shall automatically sit in the Committee of the Association.

第二十四章: 客人

任何一位会员都有权带他的朋友与亲人来公会作为客人.

(24) Guests

Any member shall have the privileges of introducing to the Association premises his friends and relatives as guests.

第二十五章: 小组

理事会认为适合的时候, 有权委派小组来进一步达致公会目标,也可以授权给小组所需的权力. 理事会也有权收回所授与的部分或全部权力, 及撤消委派. 所委派的小组在行使所授与的权力时,必须依据理事会在任何时间所发出的规定.每一个如此委派的小组都必须有一位理事在其中担任主席.

(25)

The Committee shall have power to appoint Sub Committee for the furtherance of the objects of the Association as it may deem fit and to delegate to Sub Committee such powers as it may consider necessary and expedient and to withdraw from such Sub Committee all or any of the powers so delegated and revoke all such appointments. Any Sub Committee so appointed shall, in exercising the powers so delegated, conform to any of the regulations that may from time to time be imposed upon it by the Committee. On each and every such Sub Committee so appointed there shall always be a member of the Committee who shall act as Chairman of the Sub Committee.

第二十六章: 名誉主席和顾问们

在理事会提议之下,会员大会可选出有名望的宗亲们,或是对本会有特别贡献的人士们成为名誉主席或顾问.

26 ADVISOR/PATRON

On the proposal of the Committee, the general meeting may appoint members or Clansmen of high standing or persons having special contributions towards the Association to be Honorary Chairman or Advisors.

第二十七章: 常年报告

秘书在会员大会后的 60 天之内,于财政年结束后,尽快用规定表格向社团注册官呈上常年报告.

(27) Annual report

Secretary shall within 60 days after the holding of the Annual General Meeting of the Association forwarded to the Registrar Of Societies an Annual Return in the prescribed form.

第二十八章: 特别条款

- (1) 公会不得与马来西亚国外的任何社团有附属或连系的关系.
- (2) 公会不准分发 1996 社团法令第 2 款所规定的利益给任何会员.
- (3) 任何在 1996 社团法令第 9A 款之下失去资格的人士皆不可成为公会的顾问或是雇员.
- (4) 公会或其会员不得参与或尝试参与 1959 年工会法令所列明的工会活动.
- (5) 不得在公会的会所内赌博或进行其他非法活动.

28 PROHIBITION

- (1) The Association shall not have any affiliation or connection with any Society established outside Malaysia.
- (2) No benefits as defined under section 2 of the Societies Act, 1996 shall be given by the Association to any of its members.
- (3) Any person shall not hold office in the Association or become an Advisor or employee of the Association if he is disqualified under Section 9A of The Societies Act, 1966.
- (4) Neither the Association nor its members shall engage or try to engage in any Trade Union activities as defined in the Trade Union Act, 1959.
- (5) No gambling or any other illegal activities shall be carried out at the premises of the Association.

第二十九章: 条规和章程的诠释

在一年一度的会员大会之间,理事会须诠释公会的条规和章程,如果需要时,也要确定条规中间沉默的地方.

29 INTERPRETATION

Between Annual General Meetings, the Committee shall interpret the clauses and Constitution of the Association and when necessary, determine any point in which the clauses are silent.

第三十章: 条规与章程的修改

公会条规与章程的修改必须经过会员大会出席人数三分之二以上通过方可.上述修改须得社团注册官批准那日开始生效.

30 AMENDMENT OF CONSTITUTION

Clauses and Constitution of the Association may be amended by a resolution of a general meeting passed by a majority of not less than two-

thirds (2/3) of such members present at the meeting. Such amendments shall take effect from the date of their approval by the Registrar of Societies.

第三十一章: 解散

- (1) 公会的解散,必须在为解散目的而召开的会员大会上,经过全体会员五分之三以上的人数通过方可.
- (2) 如果在上述情形之下,解散公会,则所有的付债都必须还清,所剩下钱款按会员大会所作的决定处置.
- (3) 解散后 14 天内必须通知社团注册官.

31 DISSOLUTION

- (1) The Association may be voluntarily dissolved by a resolution of not less than three-fifths (3/5) of the total membership at a general meeting convened for the purpose.
- (2) In the event of the 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.
- (3) Notice of dissolution shall be given to the Registrar of Societies within fourteen (14) days of such dissolution.