

CONSTITUTION

ASIAN PGPR SOCIETY FOR SUSTAINABLE AGRICULTURE - MALAYSIAN CHAPTER

CLAUSE 1 NAME

1. The Association shall be known as

**ASIAN PGPR SOCIETY FOR SUSTAINABLE AGRICULTURE - MALAYSIAN
CHAPTER**

Hereinafter referred to as "the Association".

2. Meaning of name : **Advancement on all aspects of plant beneficial microbes in relation to sustainable agriculture**
3. Level : **Lain-lain**

CLAUSE 2 ADDRESS

1. The registered address is

**C/O DEPARTMENT OF PLANT PROTECTION, FACULTY OF AGRICULTURE
UNIVERSITI PUTRA MALAYSIA
43400 SERDANG
SELANGOR**

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

**C/O DEPARTMENT OF PLANT PROTECTION. FACULTY OF AGRICULTURE
UNIVERSITI PUTRA MALAYSIA
43400 SERDANG
SELANGOR**

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

CLAUSE 3 OBJECTIVE

The objective of the Society is to promote advancement on all aspects of plant beneficial microbes in relation to sustainable agriculture.

CLAUSE 4 MEMBERSHIP

1.

(a) Ordinary membership shall be open to individual actively engaged in plant beneficial microbes, whose name has been proposed and seconded by members and who has been duly elected by a majority vote of council members present at a meeting of Council. The basic qualifications for ordinary membership are:

(i) A basic degree or diploma in Science or Agriculture or equivalent OR
(ii) Person with at least 5 years' experience in agronomy, soil nutrient management, plant protection, biopesticide or biofertilizer industry.

(b) Life membership shall be open to any person actively engaged in plant beneficial microbes and who has had an uninterrupted membership of the society for at least 5 years, having made significant contribution to the Society, whose name has been proposed, seconded and duly elected by a majority vote of Council members present at a meeting of Council and payment of specified fees made.

(c) There shall be provision for the election of Honorary members who may be elected for outstanding services to the Society by the unanimous decision of Council and confirmed subsequently by a majority vote at the Annual General Meeting. Honorary members shall have no rights to hold offices or vote at General Meetings.

(d) Undergraduate students are allowed to be members but are limited to attending meetings only and not to the power of voting in any general meeting.

(e) Associate memberships shall be opened to all those with at least 5 years' experience in agronomy, soil nutrient management, plant protection, biopesticide or biofertilizer industry and whose names have been proposed and seconded by members, but do not meet the requirements for an ordinary member under Article 4 (a).

An associate member shall:

(i) receive all privileges of an ordinary member, but shall have no rights to hold office and to vote in General Meetings.

(ii) pay the same fees as an ordinary member.

(f) Application for any categories of membership shall be made in prescribed forms obtainable from the Society.

2. 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 thereof.

3. Every applicant whose application has been approved as aforesaid shall, upon

payment of the prescribed entrance fee and first month subscription, be admitted as a member of the Society and shall be entitled to all the privileges of membership.

CLAUSE 5 RESIGNATION AND TERMINATION

i) Resignation of Membership

Any member wishing to withdraw from membership shall give written notice to the Honorary Secretary on or before the thirty-first day of December of the current year;

and the resignation of such member shall be accepted by the Council upon the receipt of such notice provided all subscriptions and dues have been duly paid by such member up to the end of the year in which his/her resignation is accepted or upon the payment by him/her of such subscriptions or dues.

ii) Termination of Membership

The Council may terminate the membership of any member whose subscription is two-years in arrears. The Council may terminate the membership of any member who is considered by two thirds majority of the council to have been guilty of conduct prejudicial to the Society, provided that prior to such action by the Council the member concerned shall be afforded an opportunity of presenting his/her case before the Council if he/she so desires.

iii) Re-election of Members

Any person who has ceased to be a member of the Society shall be eligible for reelection at the discretion of the Council and the candidate shall have to reapply as a new member.

CLAUSE 6 SOURCE OF INCOME

(a) Entrance fee for ordinary/associate members shall be RM40.00 and for student RM10.00.

(b)

(i) The annual subscription for ordinary/associate members payable within January shall be RM60.00 and for students RM10.00

(ii) The subscription for life membership payable in advance shall be RM400.00 and non-refundable.

(c) Honorary members are exempted from the subscription fee.

(d) The Honorary Treasurer shall bring the names of members who are in arrears of subscription for one year to the notice of the Council which may, by a majority vote, decide to strike off their names from the Register of Membership. Any member whose name is struck off the Register has to reapply to become a new member.

(e) The Society can also collect or receive donations from members of the public for the Society's purposes.

CLAUSE 7 GENERAL MEETING

(a) Annual General Meeting

(i) The AGM of the Society shall be held as soon as possible after the close of each financial year but in any case not later than March. Notice of the meeting including copies of Annual report and audited account of the Society for the previous year shall be circulated to all members at least 30 days before the meeting.

(ii) The business to be transacted at the meeting shall be:

- a. To receive the Council report on the working of the Society during the previous year.
- b. To receive the audited account of the Society for the previous year.
- c. To elect a Council and to appoint auditors for two years.
- d. To deal with such other matters as may be put before it. Any motion for discussion at the meeting must be sent to reach the Honorary Secretary at least 15 days before the AGM.

(iii) Voting members of at least double the Council members must be present at the AGM for its proceedings to be valid and to constitute a quorum. If no quorum is present at the meeting, it shall be postponed to a date (not exceeding 30 days) to be decided by the Council. If a quorum is still not obtained at the postponed meeting, the members present shall have the power to proceed with the business of the day but shall not have the power to alter the constitution or to make decisions affecting the property of the Society.

(b) Extraordinary General Meeting

(i) An EGM of the Society may be convened whenever the Council deems it desirable and must be convened within 30 days upon receipt of the joint requisition in writing of not less than 20 members, stating the object or reason for such a meeting. Notice of the EGM shall be circulated to all members at least 14 days before the meeting.

(ii) Paragraph 7a(iii) regarding the quorum shall apply to EGM but with the provision that if no quorum is obtained at the EGM requested by members, the meeting shall be forthwith cancelled and no EGM shall be requested for the same purpose until after the lapse of 6 months from the date.

CLAUSE 8 COMMITTEE

1) The Council shall consist of:

(i) President

- (ii) Vice President
- (iii) Honorary Secretary
- (iv) Honorary Assistant Secretary
- (v) Honorary Treasurer
- (vi) Five committee members, four preferably from each of the different disciplines in plant beneficial microbes and the fifth member to be co-opted by the Council.

2. The office holders of this Society and every officer who carrying out executive duties in this Society shall consist of Malaysian.

3. Names for the above positions should be proposed and supported and the election will be conducted by voting by the members inside the annual general meeting. All officers may be re-elected every two years.

4) The Council shall meet four times a year for the conduct of its business and except in the case of the election of an Honorary Member, all decisions shall be by a majority vote of the Council. A majority of the Council members shall constitute a quorum for Council meetings. In the intervals between meetings of Council, all decisions shall be reached by majority vote, following circulation of information among Council Members. The Council shall have the authority to fill any vacancies that may arise in the course of the year.

5)The function of the Council is to manage and arrange the daily work organization and decision making. The Society follows the general policy that has been set by the general meeting. The council must always abide by the decisions of the general meeting. The council must submit a report on its activities in last year to each General Meeting.

6) If important matters arise that require the approval of the Council and Council meeting cannot be held, then the Secretary can get approval from Council members by letter distribution circular. The following conditions must be fulfilled before the decision of the Council:

- a. The problem that was raised should be clearly stated inside circular letters distributed to each member of the Council;
- b. At least half of the number of Council members must be express their agreement or objection thereto; and
- c. The decision shall be by majority vote. Any decision which is obtained through a circular letter must be reported by the Secretary to the next council meeting to be confirmed and recorded in minutes.

7. Council members who fail to attend council meetings three times consecutively without satisfactory reason shall be deemed to have been resign.

8. If a member of the Council dies or resigns, the second candidate who got the most votes in the last election shall be called to fill the void. If such other candidate rejects to the position, then the Council has the authority to appoint members fill the vacancy until the Annual General Meeting is held.

9. The Council can give instructions to the Secretary and others officer to run the affairs of the Organization and appoint managers and staff which is considered important. It can suspend or remove from office any manager or staff for being negligent in the job, cheating, not efficient, refuses to carry out the Council's decision, or because of the reasons which is thought to damage the interests of the Society.

10. The Council may establish a Sub-Council if deemed necessary and assign special duties to any Council member.

CLAUSE 9 DUTIES OF OFFICE BEARERS

1. The President shall preside at all General Meetings and Council Meetings and in his/her absence, the chair shall be taken by the Vice-President. In the absence of both, the meeting shall elect by a majority vote one of the Council Members present to chair the meeting.

2. The Vice-President shall deputize for the President during the latter's absence.

3. The Honorary Secretary shall keep minutes of all General Meetings and circulate copies of the same to all members within 30 days, after each meeting. He/she shall submit both General and Council Minutes at subsequent General Meetings or Council Meetings as the case may be for confirmation. He/she shall deal with all the correspondence of the Society and also maintain a membership register containing particulars of names, dates of admission, I.C. Nos., addresses and occupations (in the case of sustaining associates, address and dates of admission only).

4. The Honorary Assistant Secretary shall assist the Honorary Secretary in his/her duties and act for him/her during his absence.

5. The Honorary Treasurer shall keep subscription books and books or accounts of the Society, giving receipts for monies and subscriptions received, disburse monies as approved by a majority of Council Members present at a Council Meeting and table a statement of accounts for information of Council Members at its meetings.

6. The President, Vice-President, the Honorary Secretary, the Honorary Assistant Secretary or the Honorary Treasurer may incur expenditure and settle accounts on behalf of the Society at their discretion up to a total sum of a hundred ringgit, obtaining approval of such expenditure at a subsequent meeting of the Council.

7. Council members must assist the President/Vice President/Honorary Secretary/Honorary Assistant Secretary/Honorary Treasurer in conducting tasks directed to him/her.

CLAUSE 10 FINANCIAL PROVISION

- 1) Subject to the following provision in this rules, the funds of the Society may be expended for the purpose necessary for the carrying out of its objects, including the expenses of its office-bearers and paid staff, and the audit of its account, but they shall on no account be used to pay the fine of any member who may be convicted in a court of law.
- 2) The Treasurer may hold a petty cash advance not exceeding RM100 (Ringgit Malaysia Hundred) at any one time. All money in excess of this sum shall within seven days of receipt be deposited in a bank approved by the Committee. The bank account shall be in name of the Society.
- 3) All cheques or withdrawal notices on the Society's account shall be signed by the President, or Vice President and the Treasurer. In the absence of the President, the Vice President or the Treasurer for a long period, the Committee shall appoint one of its members to sign in his place.
- 4) No expenditure exceeding RM100 (Ringgit Malaysia Hundred) at any one time shall be incurred without the prior sanction of the committee, and no expenditure exceeding RM1000 (Ringgit Malaysia One Thousand) in any one month shall be incurred without the prior sanction of a general meeting. Expending less than RM 100 (Ringgit Malaysia Hundred) at any one time may be incurred by the President together with the Secretary or the Treasurer.
- 5) As soon as possible after the each financial year, a statement of receipts and payments and balance sheet for the year shall be prepared by the Treasurer and audited by the Auditors appointed under the rule 11. The audited accounts shall be submitted for the approval of the next annual general meeting, and copies shall be available at the registered place of business of the Society for the perusal of members.
- 6) The financial year of the Society shall commence the 1st January and end on the 31st December every year.

CLAUSE 11 AUDITORS

- (a) Two persons who shall not be office bearers of the Society shall be appointed by the AGM as Honorary Auditors. They shall hold office for TWO years and may be reappointed.
- (b) The auditors shall be required to audit the account of the Society for the year and to prepare a report for the AGM. They may also be required by the President to audit the accounts of the Society for any period within the terms of office at any date

and to make a report to the Council.

CLAUSE 12 PROPERTY ADMINISTRATOR

i. All immovable property of the Society must be registered in the name of the Society and all execution instruments related to this property are considered valid and continue effective as if it had been executed by an owner registered with the condition that the instrument is executed by 3 position holders of the Society at that time through which their appointment was confirmed by the Registrar of Societies and stamped with organization stamping.

ii. The immovable property of the Society cannot be sold, mortgaged, withdrawn or transferred without the approval of the General Meeting.

CLAUSE 13 INTERPRETATION

In between General Meetings, the Council may interpret the Constitution of the Society and determine on any matters not expressly provided for in the Constitution. Its decision shall be final unless and until counter amended by a resolution of a General Meeting.

CLAUSE 14 ADVISOR / PATRON

If necessary, the Council shall recommend to the AGM of the Society a suitable person to be the Patron.

CLAUSE 15 PROHIBITION

1. Any form of gambling as interpreted in the Gambling House Act Open, 1953 is prohibited on the premises of the Society.

2. The Society cannot run a lottery whether it is reserved for members or not, on behalf of the Society or officers or Committees or member, without approval from the relevant authority.

3. "Benefits" as defined under Section 2 of the Societies Act 1966, cannot be given by the Society to any of its members.

4. All money and profits obtained by this Society as a result of its participation in economic activities should be channeled back to the Society to achieve the goals of the society and cannot be used to pay interest, profit or bonus to any member of society.

However, this provision does not prevent any payment of salary or administrative expenses or both to any members or employees of the Society.

CLAUSE 16 AMENDMENT OF CONSTITUTION

Proposed amendments to the Constitution of the Society should be circulated to members together with notice of the Annual General Meeting or Extraordinary General Meeting. These amendments should then be duly proposed and seconded by members present at the General Meetings and the amendments can only be effected by at least two-third of the members present at the General Meeting voting in favor of the motion. Such amendments shall not take effect without the approval of the Registrar of Societies.

CLAUSE 17 DISSOLUTION

(a) The Society may be voluntarily dissolved by a resolution of not less than half of the current total ordinary membership.

(b) In the event of the Society being dissolved as provided above, all debts and liabilities legally incurred on its behalf shall be fully discharged and the remaining funds shall be dispersed in such manner as may be decided upon by a General Meeting.

(c) Notice of dissolution shall be given to the Registrar of Society within 14 days. after the dissolution.

CLAUSE 18 FLAG, LOGO AND BADGE

1. Flag

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Description

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2. Logo



Description

green color and plant/root symbol refer to green technology applied in agriculture.

3. Badge

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- Description
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