

CONSTITUTION
PERAK QIONG HAI ASSOCIATION
霹靂瓊海會館章程

CLAUSE 1 NAME / 名稱

1. The Association shall be known as
PERAK QIONG HAI ASSOCIATION

本会定名为

霹靂瓊海會館

Hereinafter referred to as "the Association".

2. Meaning of name :

3. Level : Negeri

CLAUSE 2 ADDRESS / 會址

1. The registered address is
NO. 102-104, JALAN THEATRE,
30300 IPOH
PERAK

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

NO. 102-104, JALAN THEATRE,
30300 IPOH
PERAK

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

怡保戏院街门牌一 0 二至 一 0 四号, 邮区号三 0 三 00

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CLAUSE 3 OBJECTIVE / 宗旨

Rule No.2

The objects of the Association are to foster good feeling of people, to promote assistance, friendship and welfare of the members, and to support any matter for the benefit of the public.

本会以联络乡情互相友爱办理会员福利及赞助公益事业为宗旨

CLAUSE 4 MEMBERSHIP / 會員

Rule No.4

1. All Malaysian whose parents (either father or mother) belong to Qiong Hai clan (Chung Tang and Loo Wui), residing within the State of Perak, who are of good character and willingly to abide by the rules of the association shall be eligible for membership; but they must attain the age of 18. (Maternal member : Member whose mother belong to Qiong Hai clan)

凡居住于吡叻境内之马来西亚公民, 不分性别, 而他(她)之父母其中一人为琼海人士(琼东, 乐会)

藉乡侨宗旨遵守本会章程，品行端正，年满十八岁以上者，不分性别均得申请加入本会。（母系會員：即母親為瓊海籍者）

Rule No.5

Any applicant for membership shall have to complete an application form and must be introduced by one member. His application shall be posted up in the premises of the association for one week, should any objection arise, the admission as a member of the applicant shall be decided by Managing Committees. The reason for any refusal of admission as a member of the applicant shall not be disclosed.

凡入会者需填具申请书，由会员一人介绍并将申请书标贴本会内，一星期后而无人反对者始得加入为会员，如有人反对理事会会议处决之，但被拒绝入会者恕不宣布理由。

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CLAUSE 5 RESIGNATION AND TERMINATION / 纪律条例-

Rule No.27

(A) If member is in breach of the provision of the Constitution of the Association or any rules and regulations made thereunder or has done any act or thing calculated to damage the good name of the Association or has been convicted of a criminal offence and sentenced to imprisonment for a term of one (1) year or more, the management Committee is empowered to reprimand or expel such member from the Association.

(A) 任何会员如有违反本会章程条文或其他细则，或行为当有图谋破坏本会声誉，或经犯刑事被判坐牢一年或以上者，理事会有权警告之，或将其开除会籍。

(B) A member who has been complained against, suspended or expelled and who is not satisfied with the decision of the Managing Committee may within 30 days appeal in writing to General Meeting of Extra-Ordinary General Meeting. Failure to appeal within the said 30 days shall be deemed as relinquishing the right of appeal by the member.

(B) 以上会员如有不服理事会之判决，有权在卅天内书面要求上诉。如超过卅天不作上诉者，则当作自动放弃上诉之权利论。

(C) After the said member has submitted his(her) appeal, the Managing Committee shall decided on the date of convening the General Meeting or Extra-Ordinary General Meeting.

(C) 当会员提出上诉后，由理事会决定召开大会或特别会员大会之日期。

(D) The decision made by the General Meeting or Extra-Ordinary General Meeting in respect of the appeal shall be final and such aforesaid decision shall not be appealable to any court of competent jurisdiction.

(D) 会员大会或特别会员大会对有关上诉所作出议决，将是最终之议决不可将其向法庭提出申诉。

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CLAUSE 6 SOURCE OF INCOME / 財政來源

Rule No.14

Entrance Fee - The Entrance fee shall be RM 10/= payable within one week of admission.

基金-入会基金每名十令吉于通过为本会会员一星期内缴交。

Rule No.15

Each year shall be divided into four quarters, namely Spring, Summer, Autumn and Winter and each member shall pay a subscription of RM 1.50 per quarter, payable in the months of January, April, July and October. Any member who fails to pay his or her subscriptions for two Quarters

shall be deemed to have resigned from the Association.

季捐-一年分春，夏，秋，冬四季，每会员每季十令吉于一、四、七、十各月缴交之，若过期两期未缴者，作为自动退会论。

Rule No.16

(A) Any member who pays not more than RM 1,000.00 shall be become a life member of the Association. The minimum amount shall be determined by the General Meeting from time to time.

(A) 永久会员-会费一次不超过一千令吉，唯款项将由会员大会决定。

(B) Any member who have been admitted as a member of the Association for Ten years or more shall automatically become a life member provided no outstanding on subscriptions.

(B) 已参加十年以上之会员，不欠季捐者将自动转为永久会员。

(C) Life members shall be exempted from the payment of Quarterly subscriptions.

(C) 永久会员以后免交季捐。

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Rule No.17

Special Subscription - Whenever any special matter arises, the special subscriptions shall collected from the members subject to the approval by the Managing Committees.

特别捐-本会遇到特别事故，经理事会议通过得向会员征求特别捐。

Rule No.26

Any member who makes a donation which sum equal or exceed the "Minimum Amount" to meet the administrative expenses of the Association shall have his/her photograph hung in the premises of the Association. The "Minimum Amount" of donation and the size of the photograph shall be decided by the General Meeting from time to time.

(A) 奖励-(1) 凡特别捐助本会经常费者，得悬肖相于本会馆内。唯捐款 之“最低数额”及肖相之大小均由会员大会决定及修订。

CLAUSE 7 GENERAL MEETING / 會期

Rule No.18

An Annual General Meeting shall be held not later than the month of March each year to pass the report of managing committee and yearly account, and to elect the Committee Members when their tenure of office expires. The president of the Managing Committee shall convene an extra-ordinary General Meeting whenever any special matter arises or upon receipt of a written request signed by more than 20 members. Twenty-one members shall form a quorum at a general meeting and one week's notice shall be given.

会员常年大会每年至迟在三月间召开一次，以便选举下届职员（选举年），倘遇特别事故而理事会认必要，或廿名以上联名来函请求时，理事长须召开特别临时会员大会，凡大会人数以廿一名出席为法定人数，并于一星期前出通告。

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Rule No.19 (31st May 2018)

The Managing Committee shall meet once in 3 (Three) months to report on any matter concerning the association. Special meetings may be convened by the President whenever necessary. Seven members shall form a quorum and three days notice shall be given.

理事会-每三个月至少召开一次报告本会一切事务，但须七人出席为法定人数，遇必要时得由理

事长召集特别会议，须于三天前发出通告。

Rule No.20

The Tenure of office of the Committee shall be three years but they may be reelected, except the position of president, general secretary and treasurer, who shall not hold the same office for more than two successive terms.

本会一切职员任期三年为限，除了会长，总务，财政不得蝉联超过两届外，其余职位得连选连任之。

CLAUSE 8 COMMITTEE / 理事會

Rule No.6

All affairs of the Association shall be managed by a Meeting Committee. Their members shall be elected by ballot at the Annual General Meeting. The Managing Committee consist of 29 members.

本会一切事务由理事会负责管理之，理事会内设理事廿九名，由会员大会当席票选之。

Rule No.7

The Managing Committee shall consist of one President, one first Vice President, one second Vice President, one General Secretary, one Assistant General Secretary, one Treasurer, one Assistant Treasurer, one Secretary for Welfare Work one Assistant for Welfare Work, one Sport Secretary, one Assistant Sport Secretary, one Literary Secretary, one Assistant Literary Secretary, one Secretary for Social Affairs, one Assistant for Social Affairs, one Secretary for Women's Section, one Assistant Secretary for Women's Section, one Investigator and one Assistant Investigator and Ten Ordinary Committee Members, all of whom shall be elected by the twenty-nine members of the Committee from amongst themselves.

理事会内设理事长一名，副理事长二名，总务及副总务各一名，财政及副财政各一名，福利及副福利各一名，康乐及副康乐各一名，文教副文教各一名，交际及副交际各一名，妇女及副妇女各一名，调查及副调查各一名，理事十名，当由廿九名理事互选之。

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Rule No.9

The Managing Committee shall have the power to nominate outstation members to assist in their duties.

理事会有权推举外埠会员若干名为协理襄助理事会办理会务。

Rule No.10

Any member of Managing Committee who fails to attend Committee Meetings consecutively for three times shall deem to have automatically resigned from the Committee.

理事在会议时如有一连三次缺席又无书面报告其理由者将认为自动退职论。

CLAUSE 9 DUTIES OF OFFICE BEARERS / 職權

Rule No.11

(A) The highest authority of The Association shall be The General Meeting. After The session of a General Meeting the Committees shall be responsible for all the affairs of the association.

(A)本会以会员大会为最高权力机关，在会员大会闭幕则以理事会议负责进行本会一切会务。

(B) General Meeting & Extra-Ordinary General Meeting shall be chaired by President or Vice Presidents. If all of the above 3 persons are absent, then those who are present on the General Meeting or Extra-Ordinary General Meeting shall elect an acting President to chair the meeting.

(B)会员常年大会及会员特别大会均由理事长或副理事长主持。倘若三人皆缺席，可由出席大会会

员当席选出代理事长以主持会议。

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Rule No.12

(A) The Duties of the Managing Committee are to carry out the resolution of the General Meeting, to censor any members who misbehave, look after the financial affairs and to plan for the development of the association, and to manage all other affairs.

(A)理事会之职权执行会员大会之议决计划与革会务，筹措本会经费，检举违法会员及处理本会事项。

(B) Managing Committee empowered to appoint appropriate member to fill up the vacancy left.

(B)理事会有委任人选填补空缺之位。

(C) Managing Committee is allowed to appoint not more than 4 committee members to assist in carrying out the resolution of the activities.

(C)理事会在其任期内可委任不超过四名会员为理事以协助推动会务。

(31st May 2018)

(D) The Managing Committee shall have the power to sanction expenditure not exceeding RM 20,000.00 (Twenty Thousand Only).

(D) 理事會有權支付費不超過 RM 20, 000.00 (二萬令吉)

Rule No.13

(31st May 2018)

(A) The President of the Managing Committee shall be responsible for all internal affairs and shall represent the Association in the performance of all external affairs. He shall convene and preside at all meetings. In the absence of the President, the Vice President shall act on his behalf but in the absence of the President at any meeting the Vice President first arriving shall take the chair. As to this power to sanction expenditure not exceeding RM 2,000.00 (Two Thousand Only).

(A)理事长-对内领导本会一切会务，对外代表本会办理各项事宜并有召集会议权，开会时为当然主席，倘理事长缺席时，职权由副理事长代行之。若开会时理事长有缺席则由先到之副理事长为主席。有權支付費不超過 RM 2, 000.00 (二千令吉)

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(B) The General Secretary shall conduct the business of the Society in accordance with the rules and shall carry out the instruction of the General Meeting and Committee. He shall be responsible for conducting all correspondences and keeping all books, documents, membership register and papers except the accounts and financial records. He shall within 60 days after the holding of the annual general meeting of the Society submit the annual returns of the Society to the Registrar of Societies as required under section 14(1) of the Societies Act, 1966.

(31st May 2018)

As to this power to sanction expenditure not exceeding RM 1,000.00 (One Thousand Only).

(B)总务一秉承理事长之意旨，执行议决案办理会中一切事项及督促工作人员之工作。有權支付費不超過 RM 1. 000.00 (一千令吉)，保管除了财政帐目的一切会议记录，会员大会后六十天按 1996 年社团法令第 14 (1) 条呈报呈报社团注册官。

(D) The Secretary for Welfare Work shall be responsible for all Welfare matters of the members and all the external philanthropic affairs.

(D) 福利-负责办理本会福利事务及有关对外慈善公益事业。

(E) The Sports Secretary shall be responsible in guiding the members in their activities during leisure hours, in activities that will be of benefit to their bodies and their mind.

(E) 康乐-负责指导会员在业余之时从事研究关于有益身心活动。

(F) The Literary Secretary shall deal with all cultural and educational matters and guide members in their literary activities.

(F) 文教-负责办理关于文化教育等事宜，并领导会员文娱活动，兼为会员及子女奖贷学金及奖励金委员会当然主任。

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(G) The Secretary for Social Affairs shall take charge of all social affairs.

(G) 交际-代表本会对外社交联络及接洽各种事项。

(H) The Secretary for Women's Section shall take charge of all matters concerning lady members.

(H) 妇女-负责办理本会属于女会员之一切事宜。

(I) The Auditor shall audit all books of accounts.

(I) 查数-查核本会一切帐目结册。

(K) The Investigators shall investigate any matter concerning the livelihood of the members in order to promote more interest and unity between the members and the Association.

调查-调查本会会员生活状况，使各会员与本会发生联络关系。

(K) In the absence of any office-bearer referred to above, his Assistant shall act for him.

以上各部副职于正职缺席时得代其有关职务。

(L) The Ordinary Committee Members of the Managing Committees shall assist the other office-bearers of their respective Committee in the execution of their duties.

(L) 理事随时协助各部之工作。

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(M) The Outstation Assistants shall assist in the management of affairs of the Association, promote good relationship amongst members of the Association in their respective areas and assist in the collection of dues from and the transmission of notices to such members. They shall have power to attend the Managing Committees meeting, to report on matters concerning their respective areas but shall have no right to vote at such meetings.

(M) 外埠协理-襄助办理会务，联络该地会员，如有收集各项捐款及传达本会通告各事项，并有权参加本会理事会议，报该地之情况，但无表决权。

CLAUSE 10 FINANCIAL PROVISION / 財政權限

Rule No.12

(31st May 2018)

(D) The Managing Committee shall have the power to sanction expenditure not exceeding RM 20,000.00 (Twenty Thousand Only).

(D) 理事會有權支付費不超過 RM 20, 000.00 (二萬令吉)

Rule No.13

(31st May 2018)

(C) The Treasurer shall take charge of all funds of the Association when cash in hand exceeds RM 500.00 all excess cash shall have to be paid into the bank, appointed by the Association, in the name of the Association. Any withdrawals from the bank shall be jointly signed by any two of the three principal officers namely, President, General Secretary and the Treasurer. As to this power to

sanction expenditure not exceeding RM 1,000.00 (One Thousand Only).

(C) 财政-管理本会一切款项，手中存款有超过伍百令吉者，须用本会名义将余款存放本会指定之银行，提款时须有理事长，总务，及财政三人其中二人共同签名方为效力。有權支付費不超過 RM 1, 000.00 （一千令吉）

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CLAUSE 11 AUDITORS / 查數

Rule No.8

The Managing Committee should nominate two members to be the Auditors.

理事会将推选两位会员为本会查数。

CLAUSE 12 PROPERTY ADMINISTRATOR / TRUSTEES / 受托人

Rule No.25

(A) All the immovable properties (such as land whether or not be same shall include building/s and hereinafter referred to as "the property") of the Association shall be registered in the name of the Association. The property shall not be sold or encumbered (by way of a charge, mortgage or any form of encumbrance) unless the consent of the Members present and voting shall first be had obtained at a General meeting by way of a majority of NOT LESS THAN TWO THIRD (2/3) of such Members.

(A)本会馆所有不动产（土地或连同建筑物），均以本会馆名誉注册之；一切之不动产之售卖，抵押均经会员大会人数以不少过三分之二票数通过，方得进行。

(B) Upon the approval of the Members at a General Meeting where the property isto be sold or encumbrance, three (3) Managing Committee Members, namely the President, the General Secretary and the Treasurer for the time being, ACTING JOINTLY (hereinafter referred to as the "Attorney") shall be entitled to execute all agreements, documents of transfer and / or any other documents to effect the transfer of the property to the purchaser or the chargor or mortgagor (as the case may be). The appointment of the Attorneys shall be authenticated by a certificate of the Registrar and sealed with the seal of the Association.

(B)若经会员大会通过欲将会售卖或抵押，一切手续与文件将由当届“理事会”中理事长，总务及财政（以下称“受托人”）共同签署并执行。“受托人”之委托书须经社团注册官之书面核准，并盖上会馆之印章。

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CLAUSE 13 INTERPRETATION

Not applicable

CLAUSE 14 ADVISOR / PATRON

Not applicable

CLAUSE 15 PROHIBITION / 禁例

Rule No.29

Gambling, opium, smoking, prostitutes and person of bad character shall not to be allowed in the premises of the Association.

本会严禁吸鸦片赌博，携带歌妓及不正当之人等。

Rule No.30

The funds of the association shall not be allowed to pay the fines of any member convicted in Court.

如会员有犯法而被法庭处罚者，本会所有款项不能移作代偿罚款。

Rule No.31

The Association shall not convene any meeting for political purpose and shall have no connection in all political affairs.

本会不干预政治不得召开政治会议。

CLAUSE 16 AMENDMENT OF CONSTITUTION / 附則

Rule No.28

The rules of the Association or any alteration to them shall have to be passed at a General Meeting and they shall not come into force until sanctioned by the Registrar of Societies.

本章程经由会员大会通过后始生效力，倘有未尽善之处得由会员大会删改之，但须得社团注册官批准方可施行。

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CLAUSE 17 DISSOLUTION / 解散

Rule No.32

The Association shall not be dissolved unless with the vote of at least three fifths of the total number of member present at a General Meeting held for that purpose.

本会之解散须由不少过五分之三会员人数出席者大会表决赞成方为有效。

Rule No.33

In the event of the dissolution of the Association all liabilities shall have to be firstly discharged and the distribution of any remaining funds shall be decided at the General Meeting.

如遇表决解散时，本会所负之一切债项优先清还，然后剩余项须由大会处决之。

Rule No.34

The Registrar of Societies shall have to be notified within 14 days of the resolution of dissolution of the Association.

解散之通告须由理事会于解散日起十四日内向社团注册官呈报。

CLAUSE 18 FLAG, LOGO AND BADGE

1. Flag

-

Description

-

2. Logo

-

Description

-

3. Badge

-

Description

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CLAUSE 19 PRIVILEGES / 權利

Rule No.21

All members of the association shall be entitled to vote and to be elected as Committee Members and shall be eligible to enjoy all privileges provided by the association. (Provided that maternal members are not entitled to be elected nor hold office of President, First Vice President, Second Vice President, General Secretary and Treasurer.)

凡本会会员得享受选举权，被选举权及会中一切之权力。母系會員不可被選為或擔任理事長，第一副理事長，第二第一副理事長，總務及財政之職。

Rule No.22

The Association shall find means to recommend employment to members who are out of work and may also find means to render assistance to such members, who are without means of support, during their unemployment but this shall not apply to such members, who refuse to accept employment recommended to them by the Association.

(C) 会员遇失业时，本会设法介绍其工作，在失业期间无依靠者，本会设法援助，但曾经本会介绍其工作，不愿接收者，不在此例。

Rule No.23

All members of the Association shall be eligible to enjoy the benefits provided by the Scholarship Funds of the Association for the member and their children of members to pursue their education and to further their education at University Level. They are as follows:-

凡会员均得享受本会会员及会员子女奖学金及会员子女大学贷学金之权利，其办法如下：

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(A) Scholarships for Children of member to pursue their education: Each year an appropriate sum from General Fund of the Association shall be set aside for award to children of members studying in the various schools, who have done well in their Annual Examinations. The methods and amounts of awards to be given shall be decided by the Managing Committees.

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Page 16 of 16 (A) Scholarships for Children of member to pursue their education: Each year an appropriate sum from General Fund of the Association shall be set aside for award to children of members studying in the various schools, who have done well in their Annual Examinations. The methods and amounts of awards to be given shall be decided by the Managing Committees.

(A) 会员子女奖学金，每年由本会经常费中酌量拨出，分别发给各学校之会员子女，于年考成绩优异者，其办法及金额由理事会议决定之。

(B) Scholarships for member and their children to further their education at University Level: The member and their children who have graduated for Higher Middle Schools with outstanding results and wish to further their studies but are without means to do so may make application to the Association.

(B) 会员及会员子女大学贷学金，会员家境贫苦者，会员及会员子女经毕业高级中学，成绩优异，若欲再求深造而无能力者，得申请之。

Rule No.24 The ages of members shall be based on those given in their National Registration Cards. All new members below the age of 60 shall only be eligible to enjoy the rights and benefits provided by the Association on completion of six months from the date of admission to the Association. Those attaining the age of 60 shall only be eligible to enjoy such rights and benefits on completion of two years from the date of admission.

凡会员入会时，以身份证为凭，六十岁以下者须满六个月，六十岁以上之须满二年方得享受本章之权利。

霹靂瓊海會館章程 / Perak QiongHai Association Constitution 2018 edition /