

CONSTITUTION

PERTUBUHAN DIRAJA ST. GEORGE, KUALA LUMPUR DAN SELANGOR (THE ROYAL SOCIETY OF ST. GEORGE, KUALA LUMPUR AND SELANGOR)

CLAUSE 1 NAME

1. The Association shall be known as

PERTUBUHAN DIRAJA ST. GEORGE, KUALA LUMPUR DAN SELANGOR (THE ROYAL SOCIETY OF ST. GEORGE, KUALA LUMPUR AND SELANGOR)

Hereinafter referred to as "the Association".

2. Meaning of name : **The Royal Society of St George**
3. Level : **Negeri**

CLAUSE 2 ADDRESS

1. The registered address is

Royal Society of St. George
Suite 107, MBE, LG-13A Lower Ground Floor, 1 Mont Kiara, Jalan Kiara, Mont Kiara, 50480 Kuala Lumpur
Malaysia

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

Royal Society of St. George
Suite 107, MBE, LG-13A Lower Ground Floor, 1 Mont Kiara, Jalan Kiara, Mont Kiara, 50480 Kuala Lumpur
Malaysia

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

CLAUSE 3 OBJECTIVE

3.1 Primary Objectives

- To encourage and strengthen the spirit of Patriotism, Loyalty and Service to the British Crown and Constitution amongst all persons of English birth or origin.
- To revive, maintain and foster the recognition and celebration of St George's Day (23rd April) in every year as the English National Day.

- To encourage closer association between English people and between them and other people, particularly those of Malaysia.

3.2 Subsidiary Objectives

- To administer the funds of the Society for the relief and assistance of distressed and deserving Englishmen or Englishwomen and their families within the Federal Territory of Kuala Lumpur and the State of Selangor. Such funds as deemed necessary by the committee may be passed to the British High Commission in Malaysia, for their assistance program.
- To administer the funds of the Society for any other purpose as the Committee may think fit provided it is consonant with the Laws of Malaysia.

CLAUSE 4 **MEMBERSHIP**

4.1 Full Members shall be all persons who are English by birth or citizenship, or of English descent or who have studied at English educational establishments, either in England or in Malaysia, or are married to those who are English by birth or descent.

4.2 Associate Members shall be persons who are not qualified as Full Members, but have a connection with England or a strong interest in English traditions and customs.

4.3 Honorary Members may be elected in consideration of special service to the Society, England or the Commonwealth whether or not their qualifications are in accordance with Clause 3.2.

4.4 Visiting Members shall include persons who are members of another Branch of the Royal Society of St George.

4.5 Every application shall be made on the current membership application form and be accompanied by the relevant membership subscription. The form shall be forward to the Hon. Secretary who shall submit it to the committee for approval at the next committee meeting of the society.

4.6 Every applicant whose application has been approved by the Committee shall be admitted as a member of the Society and shall be entitled to all the privileges of membership. Only Full Members shall be entitled to hold office in the Society. Every applicant approved by the Committee shall be supplied with a copy of the Rules of the Society and a membership card.

4.7 Members shall be responsible for notifying the Hon. Secretary of the Society in writing of any change of address or other details of membership.

4.8 If, in the opinion of the Committee, the conduct of any member is unbecoming as a member of the Society, or prejudicial to the interests and objects of the Society

or the prestige of Englishmen and Englishwomen, the Committee shall have the power to cause the member's name to be deleted from the roll of the Society and he or she shall thereupon cease to be a member. An appeal against any decision of the Committee under this Rule shall be at the next Annual General Meeting or Extraordinary General Meeting and the decision thereat shall be final.

4.9 Invitations to attend any function of the Society shall be issued by the Committee. Members who wish to invite as guests any persons, other than members of the Society, may submit the names of such persons to the Committee, who may issue or withhold invitations within their absolute discretion.

4.10 The Committee shall use its reasonable endeavours to ensure that Members and guests of members attending events organised by the Society shall not suffer any injury or loss of or damage to personal belongings. Members and any guests of members shall, by attendance at events organised by the Society, release the Society, its Committee and its members from any liabilities arising therefrom. Members shall be solely responsible for drawing to the attention of their guests the provisions of this Rule.

4.11 Every member of the Society shall be deemed to have accepted, and to have undertaken to comply with, the provisions of these Rules unless notice of resignation is Received by the Hon. Secretary within one month from the date of approval of the membership application by the Committee.

CLAUSE 5 RESIGNATION AND TERMINATION

Any member who wishes to resign shall give notice in writing to the Hon. Secretary of the Society. The Member's resignation shall be effective from the date of the notice or the date of receipt by the Hon. Secretary, whichever shall be the earlier.

CLAUSE 6 SOURCE OF INCOME

6.1 For Full Members or Associate Members, only Lifetime membership is offered, on a single or couple basis. The membership fee for Lifetime membership is RM250/pax or RM400/couple (one-off payment). For Honorary Members or Visiting Members, the membership fee is RM10/annum. Membership fees will be reviewed and determined by the committee every two (2) years. The committee may at its discretion waive the membership fee for Honorary Members or Visiting Members.

6.2 Any member who allows the subscription payable to be two months or more in arrears shall be denied the privileges of membership.

6.3 The Committee shall be empowered to remove from the list of members any member whose subscription is two months or more in arrears. No member whose subscription is two months or more in arrears shall be permitted to vote or hold office.

6.4 Special levies may be raised from the members of the Society by a special resolution (requiring 75% of voting members present to vote in favour) of a General Meeting of the members. If any member fails to pay such subscription within such period as may be resolved, the amount due shall be treated in the same way as arrears of the membership subscription.

CLAUSE 7 GENERAL MEETING

7.1 The supreme authority of the Society is vested in a General Meeting of the members. Each Full Member and Life Member of the Society shall be entitled to one vote. In the event of a tie, the Chairman of the General Meeting shall have a second or casting vote.

7.2 Members entitled to vote at a General Meeting of the Society are Full Members and Associate Members.

7.3 At least one half of the total voting membership of the Society or twice the number of Committee members must be present at a General Meeting for its proceedings to be valid and to constitute a quorum.

7.4 If half an hour after the time appointed for the meeting a quorum is not present, the meeting shall be postponed to a date (not exceeding fourteen days) to be decided by the Committee; and if a quorum is not present half an hour after the time appointed for the postponed meeting, the members present shall have the power to proceed with the business of the day but they shall not have the power to alter the Rules of the Society or to make decisions affecting the whole membership.

7.5 The Annual General Meeting of the Society shall be held within the second quarter of each year, preferably after the St. George's Day event and by 30th June at the latest, on a date and at a time and place to be decided by the Committee. The business of the Annual General Meeting shall be:

- a. To receive the President's report on the activities of the Society during the previous year;
- b. To receive the Hon. Treasurer's report and the audited accounts of the Society for the previous year, plus the unaudited year to date accounts;
- c. To elect a Committee and to appoint an auditor for the ensuing year;
- d. To consider the manner in which St George's Day shall be celebrated in the ensuing year; and
- e. To deal with such other matters as may be put before it.

7.6 General Meetings of the Society shall be convened by notice from the Hon. Secretary or by insertion in the local press not less than 14 days before the date fixed for the meeting. The omission to give notice of a General Meeting to any

member entitled to receive such notice shall not invalidate anything done at such meeting. The minutes of the General Meetings shall be confirmed by the President or other Committee member present as a true record.

7.7 Copies of the minutes of the General Meetings, any written reports from the Committee and the Hon. Treasurer and the audited accounts of the Society for the previous year will be available to any member in advance of the Annual General Meeting by request to the Hon. Secretary or from one hour before the time fixed for the holding of the Annual General Meeting. Copies of these documents will also be made available at the registered office of the Society for the perusal of members.

7.8 An Extraordinary General Meeting of the Society shall be convened whenever the Committee deems it desirable or at the joint request in writing of not less than thirty voting members, stating the objects and reasons for such a meeting.

7.9 An Extraordinary General Meeting requisitioned by members shall be convened for a date within sixty days of the receipt of such requisition by the Hon. Secretary of the Society.

7.10 The notice and agenda for an Extraordinary General Meeting shall be by notice from the Hon. Secretary or by insertion in the local press not less than 14 days before the date fixed for the meeting.

7.11 Paragraph 6.4 regarding the postponement of an Annual General Meeting shall apply also to an Extraordinary General Meeting, but with the proviso that if no quorum is present after half an hour from the time appointed for a postponed Extraordinary General Meeting requisitioned by the members then the meeting shall be cancelled, and no Extraordinary General Meeting shall be requisitioned for the same purpose until after the lapse of at least six months from the date thereof.

CLAUSE 8 COMMITTEE

8.1 The Committee shall consist of a President, Vice President, Honorary Secretary, Honorary Treasurer and up to a maximum of twelve Ordinary Committee Members. All members of the Committee shall retire at each Annual General Meeting and shall be eligible for re-election.

8.2 Committees of the Association and every officer performing executive functions in the Association shall be Malaysian citizens. However, noncitizens may be allowed to hold position in the Committees of the Association with the prior approval of the Registrar of Societies (ROS).

8.3 Names for the President, Honorary Secretary and Honorary Treasurer and the Ordinary Committee Members shall be proposed and seconded and election will be by a simple majority vote of the members at the Annual General Meeting. The President shall appoint one of the committee members to be Vice President. Only Full members may be elected/appointed to the positions of President, Vice President, Hon Treasurer and Hon Secretary. Associate members may be elected

to the committee, but they must not exceed 49% of the committee.

8.4 The function of the Committee is to organise and supervise the activities of the Society 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 express wishes of the General Meeting without prior reference to it and shall always remain subordinate to the General Meeting. The Committee shall furnish a report to each Annual General Meeting on its activities during the previous year.

8.5 The Committee shall endeavour to meet monthly, but at least once every three months and at least seven days' notice of each meeting shall be given to the members. The President acting alone, or not less than three of the Committee members acting together may call for a meeting of the Committee to be held at any time. At least three Committee members must be present for the proceedings to be valid and to constitute a quorum.

8.6 The Committee shall have the power to appoint sub-Committees and will nominate a Convenor who shall be a member of the main Committee. The Convenor may co-opt additional members from the main Committee as may be considered appropriate. The Convenor of a sub-Committee shall report to the main Committee of the Society.

8.7 Where any urgent matter requiring the approval of the Committee arises and it is not possible to convene a meeting, the Hon. 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 favour or against the proposal;
- c. The decision must be by a majority vote; and
- d. Any decision obtained by circular letter shall be reported by the Hon. Secretary to the next Committee meeting and recorded in the minutes thereof.

8.8 Any member of the Committee who fails to attend three consecutive meetings of the Committee without satisfactory explanation shall be deemed to have resigned from the Committee.

8.9 In the event of any position on the Committee remaining unfilled at the Annual General Meeting or in the event of the death or resignation of a Committee member, the Committee shall have the power to co-opt any other member of the Society to fill the vacancy until the next Annual General Meeting.

8.10 The Committee may suspend or dismiss any officer or member of the Committee for neglect of duty, dishonesty, incompetence, refusal to carry out the

decisions of the Committee, or for any other reason which it deems good and sufficient in the interest of the Society.

8.11 Between Annual General Meetings, the Committee shall interpret the Rules of the Society and, when necessary, determine any point on which the Rules are silent.

8.12 Except where they are contrary to or inconsistent with the policy previously laid down by the General Meeting the decisions of the Committee shall be binding on all members of the Society unless and until countermanded by a resolution of a General Meeting.

CLAUSE 9 DUTIES OF OFFICE BEARERS

9.1 The President shall during the 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. The President shall have the casting vote and shall sign the minutes of each General Meeting.

9.2 The Vice-President shall deputise for the President during the latter's absence.

9.3 The Hon. Secretary shall conduct the business of the Society in accordance with the Rules and shall carry out the instructions of the General Meeting and of the Committee. The Hon. Secretary shall be responsible for conducting all correspondence and keeping all books, documents and papers except the accounts and financial records. The Hon. Secretary, or an alternate in the absence of the Hon. Secretary, shall attend all General Meetings and meetings of the Committee and record the proceedings. The Hon. Secretary, or other person as approved by the committee shall maintain an accurate and up to date register of the members consisting of details such as name, address, telephone number and email contacts, on an electronic database.

9.4 The Hon. Treasurer shall be responsible for the finances of the Society and shall keep accounts of all the financial transactions of the Society and shall be responsible for their correctness.

9.5 The Ordinary Committee Members shall carry out such duties as directed by the President or the Committee.

CLAUSE 10 FINANCIAL PROVISION

10.1 Subject to the following provisions in the Rules, the funds of the Society may be expended for any purpose necessary for the carrying out of the objects of the Society, including the expenses of administration but they shall on no account be used to pay the fine of any member who may be convicted in a court of law.

10.2 The Hon. Treasurer may hold a petty cash advance not exceeding RM2,500 at any 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(s) shall be in the name of the Society.

10.3 All cheques or withdrawal notices on the Society's bank account(s) shall be signed jointly by any two of the following: the President, the Vice- President, the Hon. Secretary and the Hon. Treasurer. No expenditure exceeding RM2,500 at any one time shall be borne by the Society without the prior sanction of the Committee, and no expenditure exceeding RM25,000 in anyone month shall be borne by the Society without the prior sanction of a General Meeting. Expenditure below RM2,500 may be incurred by the President together with the Hon. Secretary and the Hon. Treasurer. In applying these financial limits, expenditure shall be determined after taking into account the amount (if any) which has been recovered or which, in the opinion of the committee, is likely to be recovered through the involvement of the members in the activities of the Society.

10.4 As soon as possible after the end of each financial year, a statement of income and expenditure for the year and a balance sheet at the end of the year shall be prepared and audited by the Auditor appointed under Rule 11. The audited accounts shall be submitted for the approval of members at the next Annual General Meeting.

10.5 The financial year of the Society shall begin on 1 January and end on 31 December.

CLAUSE 11 AUDITORS

11.1 A person, who shall not be an office-bearer of the Society or a member of the Committee, shall be appointed by the Annual General Meeting as the Honorary Auditor for the ensuing year. The Hon. Auditor may be reappointed at the next Annual General Meeting.

11.2 The Hon. Auditor shall be required to audit the accounts of the Society for the year, and to prepare a report on the accounts for consideration at the Annual General Meeting. The Hon. Auditor may also be required by the President to audit the accounts of the Society for any period within their tenure of office at any date, and to make a report to the Committee.

CLAUSE 12 PROPERTY ADMINISTRATOR

The Society holds no property.

CLAUSE 13 INTERPRETATION

13.1 Between annual general meetings the Committee shall interpret the rules of the Association and when necessary, determine any point on which the rules are silent.

13.2 Except where they are contrary to or inconsistent with the policy previously laid down by the General Meeting, the decisions of the Committee shall be binding on all members of the Society unless and until countermanded by a resolution of a General Meeting.

CLAUSE 14 ADVISOR / PATRON

The Society has no local patron or advisor.

CLAUSE 15 PROHIBITION

14.1 No game of chance as stipulated in the First and Second Schedule of the Common Gaming Houses Act 1953 shall be played at the premises of the Association;

14.2 Neither the Association nor its members shall in any manner to restrict or interfere with the trade or prices or engage in any Trade Union activities as defined in the Trade Union Act, 1959;

14.3 The Association shall not hold any lottery, whether confined to its members or not, in the name of the society, its office-bearers or members without prior approval from the authorities concerned; and

14.4 "Benefits" as mentioned under section 2 of the Societies Act 1966 shall not be given by the society to any of its member.

CLAUSE 16 AMENDMENT OF CONSTITUTION

These Rules may not be altered or amended except by resolution of a General Meeting. Such alterations or amendments shall take effect from the date of their approval by the Registrar of Societies. Any amendment to the Rules shall be forwarded to the Registrar of Societies within 60 days of being passed by the General Meeting.

CLAUSE 17 DISSOLUTION

17.1 The Society may be voluntarily dissolved by a resolution of not less than three-quarters of the total Full membership.

17.2 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 disposed of in such manner as may be decided upon by a General Meeting.

17.3 Notice of dissolution shall be forwarded to the Registrar of Societies within 14 days of its dissolution.

CLAUSE 18 FLAG, LOGO AND BADGE

1. Flag

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Description

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2. Logo

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Description

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3. Badge



Description

The Badge of the Society shall be St George and the Dragon and its motto "St George for England".