PERLEMBAGAAN BAGI

PERSATUAN EKONOMI PENGGUNA DAN KELUARGA MALAYSIA (MALAYSIAN CONSUMER AND FAMILY ECONOMICS ASSOCIATION)

(PPM-001-10-30071996)

Fasal 1 NAME

(1) The Association shall be known as

PERSATUAN EKONOMI PENGGUNA DAN KELUARGA MALAYSIA
(MALAYSIAN CONSUMER AND FAMILY ECONOMICS ASSOCIATION)

Hereinafter referred to as "the Association".

(2) Meaning of Name : The association shall be called persatuan ekonomi pengguna dan keluarga malaysia (“malaysian consumer and family economics association”) hereafter referred to as the association. the acronym of the association shall be “macfea”.

(3) Level :

Fasal 2 PLACE OF BUSSINESS

(1) The registered address is

DEPARTMENT OF RESOURCE MANAGEMENT AND CONSUMER STUDIES,
FACULTY OF HUMAN ECOLOGY, UNIVERSITI PUTRA MALAYSIA,
43400 UPM SERDANG
SELANGOR

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

DEPARTMENT OF RESOURCE MANAGEMENT AND CONSUMER STUDIES,
FACULTY OF HUMAN ECOLOGY, UNIVERSITI PUTRA MALAYSIA,
43400 UPM SERDANG
SELANGOR

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

Fasal 3 OBJECTIVE

The objectives of the Association are:

i. To promote the advancement of professionals working in the area of Consumer and Family Economics.

ii. To provide a forum for the exchange of ideas and knowledge for those interested in promoting the economic well-being of consumers, families and business community.

iii. To encourage research pertaining to Consumer and Family Economics and to disseminate information arising from the research.

iv. To educate the public on consumer and family economics related issues.

v. To carry out the objectives of the Association either alone or in affiliation with other societies, associations or groups having similar aims or objectives locally and internationally.

Fasal 4 MEMBERSHIP

The Association shall consist of the following six categories of membership: Ordinary, Life, Associate, Student, Honorary and Corporate membership.

i. Ordinary members shall be Malaysian citizens above 18 years of age with Bachelor Degree and genuine interest in promoting the well-being of consumers and families.

ii. Life membership shall be an ordinary member of the Association who, instead of the annual subscription wished to pay on a commuted sum.

iii. Associate members shall be persons interested in the field of consumer and family economics but not eligible for ordinary membership.

iv. Student members shall be persons enrolled in any undergraduate studies in any field. A student shall cease to become a member on completion or termination of his/her studies.

v. Honorary members shall be persons who have rendered distinguished services in the fields of Consumer and Family Economics. The appointment shall be made by the EXCO.

vi. Corporate membership shall be any organizations interested to pursue the objectives and goals in line with the Association.

vii. “Fellow” status shall be given to member who had rendered significant contribution towards the scholarship in the area of Family and Consumer Economics. The EXCO may nominate for conferment of the title “Fellow” by the general meeting.

viii. Honorary, Associate, Student and Corporate members of the Association shall be eligible to participate in the activities, functions and meetings, except to vote at General Meetings and to hold office in the EXCO.

Fasal 5 RESIGNATION AND TERMINATION

ADMISSION

Every application of membership shall be seconded by one existing member and shall be

forwarded to the Secretary who shall submit to the EXCO for approval.

TERMINATION OF MEMBERSHIP

i. Any member acting contrary to the good name and dignity of the Association or inconsistent with its objectives may be expelled by a two-thirds majority vote of the EXCO. The member concerned shall however first be given an opportunity to explain his/her conduct and show cause why his/her membership should not be terminated, either in person in an EXCO meeting or in writing to the EXCO.

ii.Ordinary members and student members who fail to renew the membership will be removed from the membership of the Association.

Fasal 6 SOURCE OF INCOME

I. Registration Fees

An applicant for admission to membership of the Association shall pay the following amount as entrance fees.

- Ordinary Member RM 10.00
- Life Member RM 10.00
- Associate Member RM 10.00
- Corporate Member RM 10.00
- Fellow Member -
- Student Member RM 10.00

ii. Annual Subscription
- Ordinary Member RM100.00
- Associate Member RM 50.00
- Corporate Member RM500.00
- Fellow Member RM100.00
- Student Member RM 50.00

iii. Life Member

The subscription for Life Members shall be RM300.00 (Ringgit Malaysia Three Hundred only).

iv. Honorary Member
The subscription for Honorary Members shall be exempted.

v. All subscriptions are due on 1st January of each year and payable within on month of the date.

Fasal 7 GENERAL MEETING

ANNUAL GENERAL MEETING

i. The Secretary shall call Annual General Meetings at the request of the EXCO.

ii. The Secretary shall give fourteen days notice in writing of Annual Greeting Meetings to members together with proposed agenda, annual activities report and the audited account.

iii. Before each Annual General Meeting the Secretary and Treasurer shall prepare annual activities report and annual statement of accounts to be presented at the EXCO meeting.

iv. The Annual General Meeting shall be called after 31st. December and before end of March of each year.

v. Each ordinary member has the power to cast one vote.

vi. In the case of equal numbers of votes, the Chairperson of the meeting may cast one more vote.

vii.At all Annual general Meetings the Chairperson shall be appointed from any ordinary member chosen by the meeting.

viii. At least one half of the total voting membership or twice the number of EXCO members, whatever is less, shall form a quorum of annual general meetings.

ix. If half an hour after the time appointed for Annual General Meeting, a quorum is not present, those members present shall have the power to proceed with the meeting but they shall not have power to alter the rules of Association

x. The members who present at the Annual General Meeting shall:

(a) receive the EXCO's report on the activities of the Association during the previous year.
(b) receive the audited accounts of the Association for the previous year
(c) on alternate years, elect the relevant EXCO members and appoint two Auditors
(d) deal with other matters as spelt out in the agenda

EXTRA ORDINARY GENERAL MEETING

i. The EXCO or any 25 ordinary members upon requisition in writing to the Secretary may call an Extra Ordinary General Meeting, stating the objectives and reasons for such a meeting. For this purpose seven (7) days notice must be given by the Secretary.

ii. Paragraph 11 (viii) of the rules regarding the quorum of an Annual General Meeting shall apply also to an Extra Ordinary General Meeting. If no quorum is present after half an hour from the time appointed for an Extra Ordinary General Meeting requisitioned by members, the meeting shall be declared cancelled and no Extra Ordinary General Meeting shall be requisitioned for the same purpose until the lapse of at least six (6) months from the dates thereof.

Fasal 8 **COMMITTEE**

MANAGEMENT OF THE ASSOCIATION

The Executive Committee

i. The Association shall be governed by the Executive Committee which shall be referred to as “EXCO”.

ii. The EXCO members shall be elected by ordinary members biennially at an Annual General Meeting. The EXCO members shall hold office for a period of two consecutive years. The EXCO shall consist of:

A President
A Vice-President
A Secretary
An Assistant Secretary
A Treasurer
An Assistant Treasurer
4-8 Ordinary Executive Committee Members

iii.The EXCO members shall be Malaysian citizens.

iv. The functions of the EXCO are to make decision, manage and supervise the activities of the Association.

v. The EXCO shall, if and when necessary, appoint paid staff to assist in the execution of its duties and activities.

vi. Any vacancy arising between elections shall be filled by appointment of the EXCO.

vii. The EXCO shall meet at least once every three (3) months. All decisions made at these meetings shall be by a simple majority vote.

viii. In the intervals between EXCO meetings where any urgent matter requiring the approval of the EXCO arises, the Secretary shall circulate the information among EXCO Members to enable a decision to be made from replies of at least six (6) EXCO Members. Any decisions made shall be recorded in the minutes thereof.

ix. The quorum for EXCO meetings shall be one-half of its EXCO members.

x. Any member of the EXCO who fails to attend three (3) consecutive EXCO meetings without prior notification giving satisfactory reasons may be removed from his office by a simple majority vote in the EXCO meeting.

xi. The Treasurer shall maintain records of income and expenditure and present a financial statement on every EXCO or General Meetings. The Treasurer may keep up to RM1,000.00 (Ringgit Malaysia: One Thousand only) in hand as petty cash and any amount exceeding this has to be banked. The bank account shall be in a bank approved by the EXCO and the account shall be in the name of the Association. On receipt of any amount on behalf of the Association, the Treasurer shall issue a receipt.

ELECTION OF EXCO MEMBERS

i. EXCO Members shall be elected during an Annual General Meeting.

ii. Names of the candidates shall be proposed and seconded and election will be by a simple majority vote of the members at the Annual General Meeting.

iii. The EXCO has the power to appoint not more than five members at its discretion.

iv. The President may not serve more than two consecutive terms. He/she may become eligible to serve as an EXCO member again after a lapse of the one term. However the EXCO may appoint him/her as an advisor for the Association.

Fasal 9 DUTIES OF OFFICE BEARERS

PROCEEDING AND FUNCTIONS OF THE EXECUTIVE COMMITTEE (EXCO)

i. Any amendments to the constitution may be brought by the EXCO members for presentation and voting at the Annual General Meeting.

ii. The President,Treasurer and Secretary shall have the authority to sign withdrawal slips on the account and any two of these three signatures are required to withdraw money.

iii. The President shall act as Chairperson of the EXCO and other meetings of the Association. He/she shall have casting vote. In the event of an inequality of vote, he/she shall have an additional one casting vote.

iv. The Vice-President shall assume all duties and responsibilities of the President in the absence of the latter.

v. The Secretary must keep records of all minutes of EXCO and other meetings.

vi. The Secretary should handle all correspondence and be responsible to the EXCO. He/she shall maintain a register of members.

vii. The Assistant Secretary shall assist the Secretary in all the latter duties. In the absence of the Secretary, the Assistant Secretary shall assume all the responsibilities and duties of the Secretary.

viii. The Treasurer shall be responsible for the finances of the Association. The Treasure/ Assistant Treasure shall with the President or the Secretary sign all cheques on behalf of the Association.

x. Ordinary EXCO members shall assist other EXCO Members to ensure smooth functioning of the Association and may from time to time be assigned specific duties by the EXCO.

Fasal 10 FINANCIAL PROVISION

FINANCIAL YEAR

The financial year of the association shall begin on the 1st January and end on the 31st December.

No expenditure exceeding RM3,000.00 (Ringgit Malaysia Three Thousand) at any one time shall be incurred without the prior sanction of the EXCO, and no expenditure exceeding RM100,000.00 (Ringgit Malaysia One Hundred Thousand) at any one time shall be incurred without the prior sanction of a general meeting. Expenditure less than RM3,000.00 (Ringgit Malaysia Three Thousand) at any one time may be incurred by the President together with the Secretary or the Treasurer.

Fasal 11 AUDITORS

AUDITORS

Two persons who shall not be members of the EXCO shall be appointed by the Annual General Meeting as Auditors.They shall be required to audit the accounts of the Association for the Annual General Meeting. They may also be required by the President to audit the accounts of the Association for any period within their tenure of office at any date and to make a report to the EXCO.

Fasal 12 PROPERTY ADMINISTRATOR / TRUSTEES

Not stated

Fasal 13 INTERPRETATION

Not stated

Fasal 14 ADVISOR/PATRON

Not stated

Fasal 15 PROHIBITION

PROHIBITION

The Association shall not involve in any activities contrary to religious, moral and ethical values of Malaysian society.

Fasal 16 AMENDMENT OF CONSTITUTION

AMENDENTS

i. The Rules of the Association may not be amended except by resolution of an Annual General Meeting or Extra Ordinary General Meeting

ii. All proposed amendments to the Rules of the Association shall be circulated to all members together with the notice of the General Meeting. The amendments can only be effected if passed by at least two-thirds of the voting members present at the General Meeting.

iii. Such amendments made to the Rules shall take effects after approval by the Registrar of Societies. Amendments to the rules shall be forwarded to the Registrar of Societies within 60 days of being passed by a general meeting.

Fasal 17 DISSOLUTION

DISSOLUTION

i. The Association may be voluntarily dissolved by a resolution of not less than two thirds of the total memberships.

ii. Notice of the resolution shall be given within seven (7) days of the absolution to the Registrar of Societies.

iii. 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 a manner as may be decided by General Meeting.

Fasal 18 FLAG, LOGO AND BADGE

Fasal 19 LAMPIRAN

1. Bendera

Keterangan :

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2. Lambang

Keterangan:

-

3. Lencana

Keterangan Lencana:

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