



居鑾佛教會

CONSTITUTION

(CONSTITUTION OF KLUANG BUDDHIST SOCIETY)

Registration No. 1135 (Johor) 26.3.1980

PPM/494/79 PPP/J.64/79

PERLEMBAGAAN PERSATUAN PENGANUT

UGAMA BUDDHA, KLUANG

1. Name and Postal Address and Place of Meeting

(a) The Society shall be known as Persatuan Penganut Ugama Buddha, Kluang (Kluang Buddhist Society, Kluang) hereinafter referred to as the "Society".

(b) Its registered office for correspondence and meeting place of the Society shall be at No. 9A & 9B, Jalan Setia, 86000 Kluang, Johor.

2. Aims and Objects

(a) To provide a meeting place and to liaise with all Buddhists in the study and propagation of Buddhism and to promote welfare and charitable undertakings provided that no

(b) To guide members and all Buddhists to proper method of chanting, recitals and promote other healthy activities in relation to Buddhism.

(c) To do all such legal activities and to request for donation for the promotion of above aims and objects.

(d) To be the distributing centre of Buddhist texts, published Buddhist books and magazines and to promote Buddhist Education provided that the prior approval of the appropriate authority concerned is obtained.

3. Memberships

(a) Any person of either sex of over 16 years of age, believes in the teachings of Lord Buddha, agree with the objects and willing to be aided by its constitution shall be eligible for membership; provided

that any University or University-college students shall not be so eligible without the prior approval in writing of the Vice-Chancellor concerned.

(b) Every applicant shall fill in a prescribed form which shall be forwarded to the Executive Committee for approval. The Executive Committee may at its direction reject any application without assigning any reason thereof.

(c) Every applicant whose application has been approved as aforesaid shall upon payment of the prescribed entrance fee and yearly subscription, be issued a Membership Certificate and badge and be admitted as a member of the Society and shall only be entitled to the rights to elect and be elected as an officebearer 3 months after admission. However, this condition shall not be applicable to the 11 founder members.

(d) A member may be expelled from the Society by the Executive Committee on the following grounds :-

(i) if convicted in a Court for committing against the law of the State.

(ii) if violating the Constitution of the Society or defaming and destroying its good reputation.

(iii) if found to be of bad conduct and made no attempt for repentance despite repeated persuasion and advice given by the Society.

(iv) if failed to pay yearly subscription for one year.

(e) Any member who resigned or was expelled from the Society must surrender the Society's Membership Card. Otherwise the Society may take any action as it deems expedient.

(f) Any aggrieved member may within 10 days of the decision of the Executive Committee appeal to a General Meeting whose decision shall be final.

(g) Life Membership shall be opened to all ordinary members with payment of RM 100.00 in full. Such members shall:

- (i) Abide by the Constituion including article 3(d).
- (ii) Be exempted from paying yearly subscription.
- (iii) Enjoy the same benefits as stated in article 5(a), (b) and (c). In event of termination of membership due to violation of constitution article 3(d), withdrawal of membership or transfer; all subscriptions paid is not refundable.

4. Duties of Members

- (a) Pay entrance Fee of RM5.00
- (b) Yearly subscription of RMI2.00
- (c) Contribute or donate any amount within the capacity of a member.
- (d) To abide all decisions of the Executive Committee and assist in carrying out the approved activities.
- (e) Yearly subscription must be paid in advance before 31st March of each year.

5. Right of Members

- (a) To elect and to be elected as office-bearer on completion of at least 3 months' membership.
- (b) To bring forth any matter for the improvement or to recommend any changes for the betterment of the Society.
- (c) To receive free copies of Buddhist Scriptures and be awarded for their services rendered.
- (d) As a token, an active member or a committee member who has rendered valuable service shall be given a congratulative scroll in the event of his/her marriage.
- (e) In the event of the death of any active member or committee member, the Society shall send a condolence scroll or bouquet and assign members to pay the last respect.
- (f) In the event of the death of an immediate relative (Grandfather,

Grandmother, Father, Mother, husband or wife) of a member the Society shall, after having been duly informed despatch members to pay last respect.

(g) Any member or office-bearer who has devoted himself or herself both mentally and materially, with great care and energy to the improvement of the Society shall be awarded with a token of Commendation and encouragement by the Executive Committee at its meeting.

6. Organisation

The Organisation shall be set up as follows:

(a) Office bearers be elcted at every alternate Annual General meeting consisting of 28 Executive Committee Members and one Honorary Auditor.

(b) Executive Committee Members shall be given a two years term of office after which if they are re-elected be reappointed.

(c) The Executive Committee shall consist of the followings:

Immediate Past Chairman

Chairman

Vice-Chairman

Hon-Secretary

Asst. Hon-Serectary

Honorary Treasurer

Twenty Three Ordinary Executive Committee Members

(five of which shall be appointed by the Executive Committee)

(d) In the event of the death or resignation of a member of the Executive 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 declines to accept office, the Executive Committee shall

have the power to co-opt any other member of the Society to fill the vacancy until the next annual general meeting.

(e) The Society shall appoint well learned Bhikkhus as Religious Adviser to guide all business of the Society and appoint dignitaries as Hon. Advisers.

7. Duties of Office-bearers

(a) The Immediate Past Chairman shall serve to guide the newly appointed Chairman. He shall not serve more than one term of office.

(b) The Chairman shall represent the Society externally and shall sign all correspondence, minutes and documents. He shall conduct the affairs of the Society internally and shall direct the different sub-committees in the performance of their duties. For all meetings, he shall act as Chairman.

(c) The Vice-Chairman shall assist the Chairman in managing the affairs of the Society and in the absence of the Chairman, act in all matters on his behalf.

(d) The Hon. Secretary shall conduct the business of the Society in accordance with its rules, and shall carry out the instruction of the general meeting and of the keeping all books, documents and papers except the accounts and financial records. He shall maintain a membership register with particulars of name, age, Identity card number, occupation and address of every member. He shall within 28 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. In the absence of both the Chairman and the Vice-Chairman he shall act on all matters on their behalf.

(e) The Asst. Hon. Secretary shall, in the absence of the Hon. Secretary act in all matters on his behalf. He shall also assist the Hon. Secretary

in managing the affairs of the Society.

(f) The Hon. Treasurer shall be responsible for the finances of the Society and shall keep accounts of all its financial transactions and shall be responsible for their correctness. He shall not keep more than RM300.00 in the form of cash, and money in excess of this shall be deposited in a bank to be named by the Executive Committee. Cheques for withdrawals from the bank shall be signed by any two of the Principal Office bearers viz. The Chairman, Hon. Secretary and Hon. Treasurer and duly endorsed with Society's Seal.

(g) Other ordinary Committee Members shall attend all meetings and assist the Committee in the management of the Society.

(h) The Auditor shall be required to audit the accounts of the Society at least once a year. He may also be required by the Chairman to audit the accounts of the Society for any period and to make a report to the Executive Committee.

8. Sub-Committee

(a) The Executive Committee shall have the power when ever it deems necessary, to form such sub-committee and to appoint their officers.

(b) Any member can be appointed as member of the sub-committee regardless whether they are members of the Executive Committee or not.

9. Annual General Meeting

(a) Annual General Meeting of the Society shall be held not later than June each year, on a date and a time to be decided by the Executive Committee. Notice of the meeting shall be sent one week before the date of convening the meeting.

(b) Each member can only cast one vote. In case of a tie, the Chairman have the final casting vote.

(c) Any member whom has not paid up his subscription for more than 1 year will not be given notice of Annual General Meeting and cannot present himself in the Annual General Meeting unless he settle his dues before the Annual General Meeting.

(d) The Agenda of the Annual General Meeting shall be:-

(i) To receive the Annual Report of the Executive Committee.

(ii) To receive the Hon. Treasurer's and Auditor's Annual Financial Report.

(iii) To elect, if election is due, new Executive Committee members and one Hon. Auditor.

(iv) To settle other affairs raised during the meeting.

10. Extra-Ordinary General Meeting

An Extra-Ordinary General meeting of members shall be convened whenever the Executive Committee deems it necessary or a total of 20 members have submitted written request to the Hon Secretary, stating the reasons and objective of the meeting. The Executive Committee after receiving request shall convened the Extra-Ordinary General Meeting within 7 days of such requisition. Notice shall be sent 3 days before the meeting is to be held to all members.

11. Executive Committee Meeting

(a) Executive Committee Meeting shall be convened at least once every three months. The presence of half of the number of office-bearers shall form a quorum. Notice shall be sent 7 days before the meeting is to be held.

(b) In event of matter of urgency, after receiving written request from not less than 5 committee members, the Hon. Secretary shall sent notice at least 3 days ahead to all Committee Members. Only the agenda requested shall be discussed in such meeting.

(c) Any member of the Executive Committee absenting himself for three consecutive meetings of the Executive Committee without satisfactory explanation shall be deem to have resigned from the Executive Committee and the Executive Committee shall have the power to appoint another member to fill the vacancy until the next election.

12. Standing Order for meetings

- (a) At least one-half of the total voting membership of the Society or twice the total number of members of the Executive Committee, whichever is the lesser must be present at a general meeting for its proceedings to be valid and to constitute a quorum.
- (b) The quorum for Executive Committee shall be the presence of half of the number of office-bearers.
- (c) If a quorum is not present, the meeting shall be post poned to a date (not exceeding 7 days); and if a quorum is still not present, the members present shall have power to preceed with the meeting, but shall not have power to alter the rules of the Society and to make decisions affecting its immovable property.

13. Finance

- (a) The finance of the Society shall derive from members' subscriptions, special donations and all other funds which may be lawfully raised. Expenditure shall be incurred in accordance with the objectives of the Society which include donations to charitable organisation.
- (b) Expenditure not exceeding RMI000.00 may be approved by the Chairman. No expenditure exceeding RMI000.00 shall be incurred without the prior sanction of the Executive Committee. Expenditure exceeding RM 2000.00 shall be approved by a general meeting.

(c) The financial year of the Society shall commence on the 1st of January each year.

14. Trustees

The Immovable property of Kluang Buddhist Society be registered in the name of the Society in accordance to Article 9 (b) of the Society's Act 1966, and shall be as valid and effective as if they had been executed by a registered proprietor provided that they are executed by three office-bearers of the Society where appointments are authenticated by a certificate of the Registrar of Society, and sealed with the seal of the Society.

15. Amendment of Constitution

Any amendments to the constitution shall be confirmed and passed by a general Meeting of members and shall not come into force without the sanction of the Registrar of Societies.

16. Emblem and Flag

The Emblem of the Society shall be the wheel of Dhammacakkha with the sign of " " (in red colour) at the centre of the wheel (in yellow background). The wheel is being encircled by a white rim within which shall be inscribed the name of the Society in Bahasa Malaysia. The inner circle shall be blue in colour with the name of the Society in Chinese. There are eight spokes evenly distributed representing the Noble Eightfold Path.

17. Prohibitions

(a) The Society shall not have affiliation or connection outside Malaysia.

(b) All members of the Executive Committee and every officer

performing executive functions in the Society shall be Malaysian Citizen.

18. Dissolution

(a) The Society may be voluntarily dissolved by a resolution of not less than 3/5 of the total 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 disposed of to any charitable organisation as may be decided by a general meeting.