

國立台灣大學馬來西亞校友會

Persatuan Siswazah-Siswazah Universiti Kebangsaan Taiwan, Malaysia

Alumni Association Of National Taiwan University, Malaysia

9-B, Jalan SS2/64, 47300 Petaling Jaya, Selangor, Malaysia. Email: aantum@gmail.com



中文與英文章程

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國立臺灣大學馬來西亞校友會章程

第 1 條 名稱

1. 本會名稱為國立臺灣大學馬來西亞校友會，以下簡稱“本會”。
2. 國文名稱為"PERSATUAN SISWAZAH-SISWAZAH UNIVERSITI KEBANGSAAN TAIWAN, MALAYSIA"，
3. 英文名稱為"ALUMNI ASSOCIATION OF NATIONAL TAIWAN UNIVERSITY, MALAYSIA"。
4. 社團層級：全國性
5. 國立臺灣大學馬來西亞校友會理事會，以下簡稱“理事會”。

第 2 條 註冊地址及會議地點

1. 本會之會議地點為 9,Jalan SS 2/64, S.E.A. Park, Petaling Jaya, Selangor。
或理事會因時制宜所指定的其他地點。本會之註冊辦事處地址為
9,Jalan SS 2/64, S.E.A. Park, Petaling Jaya, Selangor,
2. 未經社團註冊局批准不得更改。本會之會員大會或理事會的會議地點及辦事處由理事會指定。

第 3 條 宗旨

1. 提倡惠及會員的教育、文化、康樂及福利方面的活動。
2. 與其他註冊社團協作，以達成共同目標。
3. 促進國民團結、和諧及文化交流。
4. 關注與會員相關的時事，並作適當反應。

第 4 條 會員種類及資格

一、會員種類有二：

1. 永久會員-曾就讀于國立臺灣大學的本國公民。
2. 附屬會員：
 - a. 在馬來西亞居留之外國籍國立台灣大學校友或曾在國立台灣大學任職者。



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- b. 永久會員之配偶及成年子女。
- c. 社會賢達、專業人士對本會、社會、國家有特殊貢獻者。

二、入會及退會辦法

1. 入會申請須填寫本會規定之表格，連同入會費呈交秘書處，經理事會批准生效。
2. 倘若入會申請不獲批准，所繳之入會費將退還予申請者。
3. 凡會員欲退出本會，需具函通知本會，經由理事會通過後生效。退會之會員不能索回其所繳納或捐獻之款項，並且必須清還拖欠本會的款項及繳還會員證。

三、會費

1. 永久會員入會申請者之入會費為馬幣一百零吉，經理事會核准後，即成為永久會員。
2. 附屬會員申請者入會費為馬幣五十零吉，經理事會核准後即成為附屬會員。
3. 在特殊情況下，理事會有權核准豁免任何入會申請者之入會費。

四、會員之義務與權利

1. 義務:
 - a. 按照本會章程之規定繳交入會費及其他收費。
 - b. 遵守本章程之規定及會員大會之議決案。
 - c. 出席會員大會。
 - d. 維護本會之利益。
2. 永久會員在加入會員 90 天後，始能享有以下之權利：
 - a. 選舉權
 - b. 被選權
 - c. 投票權
 - d. 發言權
 - e. 本章程賦予之所有其他權利
3. 附屬會員在加入會員 90 天後，始能享有第四項之二所規定的權利，除了選舉權、被選權及投票權。

第 5 條 喪失會員資格

1. 會員將在下列情況下喪失會員資格：
 - a. 逝世者。
 - b. 退會者。



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- c. 經理事會三分之二議決通過開除會籍者。
2. 喪失會員資格者不能索回其所繳納或捐獻本會之任何款項。
3. 喪失會員資格者，在本會所擔任的一切職位將自動終止。
4. 任何喪失會員資格者，可向會員大會提出上訴，會員大會之決定為最終決定。

第 6 條 收入來源

捐贈

第 7 條 會員大會

1. 會員大會為本會之最高權利機構，常年會員大會之法定人數為永久會員總數的十分之一或理事會成員之 1.5 倍，視何者為少。
2. 常年會員大會必須在每年財務年度結束後儘早召開，但不得遲過當年 4 月，召開日期、時間及地點由理事會決定，若因特殊情況必須延遲，不得超過 60 天，議程如下：
 - a. 核定法定會議人數。
 - b. 推選大會議長及大會記錄。
 - c. 檢討及覆准前期會議記錄。
 - d. 審查及接納常年會務報告。
 - e. 審查及接納財務報告。
 - f. 議決提案。
 - g. 依據章程理事會選舉（逢選舉年）。
 - h. 其他。會員大會推選大會議長，須依據本會的章程條規主持會議。會員大會任何議案的議決或選舉票數相同時，大會 議長有權投下決定性的一票。
3. 常年會員大會之會議通知書，應註明開會日期、時間及地點，由秘書在不遲於召開日期前十四天發出予全體會員。會議通知亦必須公佈在本會之辦事處及會議地點。
4. 秘書亦須在會議前十四天將議程連同前期會議記錄、會務報告及已稽核之財政報告發出予全體會員。這些文件的副本亦應置於本會之辦事處或會議地點，供會員參閱。
5. 特別會員大會可在下列情況下召開：
 - a. 由理事會議決召開。
 - b. 由至少 30 名永久會員連署要求召開，並列明討論事項及召開的理由。
6. 倘若會員要求召開特別會員大會，會長須在接到通知後 30 天內召開，若逾期未召開，連署者有權在 20 天內自行召開特別會員大會。連署代表（連署人自行推選代表）不遲於 14 天前



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將開會通知書發予全體會員。法定人數與常代表大會相同，若法定人數不足，特別會員大會將予取消，同時在六個月內不得召開相同議題之特別會員大會。

7. 秘書或連署代表（連署人自行推選代表）須在召開特別會員大會後 20 天內將會議記錄發出給全體會員，其效力與會員大會相同。
8. 修改章程必需獲得會員大會的核准通過，並獲得社團註冊官批准後方為有效。

第 8 條 理事會

1. 由十九名成員組成，執行會員大會之決議及處理日常會務，任期二年，除會長任期不能超過兩任外，其他理事可以連選連任。
 - a. 二年一度的理事會改選，在常年會員大會進行，從永久會員票選理事擔任下列十四名理事：
 - i. 會長一名
 - ii. 署理會長一名
 - iii. 副會長二名
 - iv. 財政一名
 - v. 副財政一名
 - vi. 八名普通理事
 - b. 委任秘書、副秘書及三名理事。
 - i. 秘書一名：
由當選會長直接委任，其權利與票選理事相同。
 - ii. 副秘書一名：
由當選會長直接委任，其權利與票選理事相同。
 - iii. 委任理事三名
由當選會長提名，經理事會核准，其權利與票選理事相同。
2. 理事會的功能為執行會員大會之決議及處理本會對內外的事務，並按照章程執行會務。理事會必須向會員大會提呈會務報告及財務報告，會員大會接納通過後 60 天內提呈社團註冊局。在呈報社團註冊局前，其文件內容必須獲得理事會的檢查核對。
3. 理事會有權委任專案小組修改章程，修改後的章程必須提呈至會員大會上核准通過，並獲得社團註冊官批准後方為有效。
4. 理事會至少三個月召開一次理事會議，會議通知須於會議四天前發信息、電子郵件或電話通知各理事。理事會議出席人數必須超過半數之理事出席才符合會議法定人數。
5. 如有緊急事項需要理事會批准，但卻無法即時召開會議，秘書得以書面方式尋求批准，惟達致決定之前下列條件必須符合：



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- a. 該表決事必須清楚說明，可以電子郵件、信息等文字傳達全體理事，各理事必須用文字表達是否同意，由秘書整理存檔。
 - b. 其表決方式的有效性與正常理事會相同，即過半數同意。
 - c. 有關決議，秘書必須在下次理事會報告並記錄在案。
6. 任何理事連續三次無故(沒有請假)缺席，經理事會議決終止其職務，可另外委任其他永久會員填補空缺。
7. 任何當任理事不幸逝世、辭職，或因為法律上的問題而造成空缺，理事會可以依據上次選舉結果次高票者遞補，若該人選拒絕參加，理事會有權委任其他永久會員為理事，直至下次改選。
8. 所有執行會務的指令由理事會下達。理事會應會務發展需要可以聘請職員協助處理會務，若該職員辦事不力或失職，理事會有權停職或解雇該職員。
9. 理事會改選辦法:
- a. 選舉委員會(選委會)在改選前 30 天成立，由理事會委任顧問或資深永久會員三人為委員。選委會成員不得參與理事會選舉。選委會在新屆理事會宣誓就職後自動解散。
 - b. 理事候選人必須為永久會員、無犯罪紀錄或破產者，若當選後，不符前述事實，其理事會成員資格則自動喪失。
 - c. 理事候選人必須領取提名表格，並註明競選職位，經一名永久會員提名，另一名永久會員附議，於選前 7 天呈交選委會。若被提名之候選人有任何爭議，選委會之裁決為最終的有效決定，不可再爭議。
 - d. 選委會接獲提名表格及審查候選人資格，並在提名截止後三天內以書面或發信息通知候選人提名結果，或在本會網站或媒體上公佈候選人名單及參選職稱。有關資料同時在會員大會的現場公布，並按照大會議程進行改選。
 - e. 倘若無候選人提名，或提名人數不足，會員大會以現場提名及附議的方式進行改選，候選人若不在大會現場，需具函同意被提名為候選人，惟被提名者必須符合上述參選資格。選舉結果七天內公布。
10. 新舊理事會交接:
- a. 理事會改選後，上一屆的理事會，必須在 14 天內將本會的全部檔案、印章、社團註冊證書、設備、傢俱等列出清單與實物一起移交給新一屆的理事會。
 - b. 移交儀式由新一屆理事會副會長以上的理事一名、秘書及財政三人組成，同樣的，上一屆的理事會亦由副會長以上的理事一名、秘書與財政三人組成，並在至少一位顧問的見證下移交。

第 9 條 理事會之職務



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1. 會長：會長在任內主持理事會或其他會議，但不包括會員大會及特別會員大會。會長代表本會處理內外事務，但重大課題對媒體發言或呈報相關政府單位，必須獲得理事會的授權。當會議上表決的票數相同時，會長持有決定性表決權。會議記錄通過後，由會長簽署。會長也負責和秘書或財政聯同簽署支票。
2. 署理會長：署理會長協助會長處理會務，並在會長不在時，獲得會長或理事會的授權處理會務。
3. 副會長：副會長協助會長及署理會長處理會務，亦可由理事會的指定處理某部分會務。並在會長及署理會長不在時，經會長或理事會的授權處理會務。
4. 秘書：秘書負責本會所有對內外的文書工作並建立檔案，保管本會印章、歷屆會務報告、理事會議記錄、社團註冊執照、不動產地契、租賃合約、建立會員檔案，所有電子檔案資料必須每半年更新交副會長以上的理事保存。會員大會結束後 60 天內負責將經理事會檢查通過的會務報告及財務報告呈報社團註冊官。
5. 副秘書：副秘書負責協助秘書執行會務，並在秘書缺席時代其執行工作。
6. 財政：財政負責本會財務工作，將年終財務報告提呈會員大會核准。並將歷屆財務報告存檔以備查詢。負責保管財務印章、支票本、銀行月結單等，並和會長、署理會長、秘書，四人中任何兩人簽署支票。
7. 副財政：副財政負責協助財務工作，並在財務缺席時代其執行業務。
8. 普通理事負責協助推行一切會務。
9. 駐外代表 及對外會議代表：本會駐外代表，或出席任何對外活動或會議之代表，由理事會委任，並執行理事會的決議，若未依理事會指示，理事會有權終止其委任。
10. 聯絡處及聯絡主任：理事會應會務發展需要，有權在全國各地設立聯絡處，委任聯絡主任處理該地事務，主任可以酌情委任該地的會員與相關人士協助處理事務，若有重要事務則需出席理事會報告，其任期與理事會相同。理事會有權解散任何聯絡處或終止聯絡主任之職權或委任其他會員取代之。
11. 專案單位及基金會：理事會有權設立或解散專案單位及基金會，委任相關主任或專業人士領導該單位完成任務，向理事會負責，惟基金會之設立必須經會員大會核准方為有效。有重要事務時需出席理事會報告，其任期與理事會相同。

第 10 條 財務

1. 本會存款分為會務帳戶與專項基金帳戶，會務帳戶只限於會務發展操作使用。專項基金帳戶只能用於相關之開銷，若專項基金帳戶改變用途，須獲得會員大會的核准。
2. 財政可保留馬幣五千零吉之零用金，其餘款項應在十天內存入本會帳戶。
3. 付款支票需要會長、署理會長、秘書及財政等四人中的任何兩人簽名。會長為當然簽署人，若會長因故不能簽署，可由署理會長代替簽名。



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4. 會長及秘書或財政可以聯同批馬幣一萬零吉(含)以下之開支，理事會有權批准馬幣五萬零吉(含)以下之開支。超過馬幣五萬零吉的開支需獲得會員大會批准。
5. 財政於財政年度結束後，須將財務報告交予查帳稽核後提呈會員大會核准通過，並呈報社團註冊官。

第 11 條 查帳

由會員大會選出兩名非理事成員，查帳任期與理事會相同，負責稽核每年的財務報告。以有會計資格及有查帳經驗者為優先人選，亦可聘請專業會計師擔任會計及查帳工作，每年呈報會員大會。

第 12 條 產業管理人 / 信託人

1. 產業管理人：理事會為本會產業管理人，並有權委任 3 位理事處理本會產業租賃、維修及相關事務。
2. 信託人：
 - a. 理事會有權提名五名信託人，必須獲得出席會員大會過半法定人數會員的通過並呈報社團註冊官。
 - b. 秘書或財政不得被委任為信託人。

第 13 條 章程詮釋

會員大會休會期間，理事會對章程有詮釋權。必要時，理事會可對章程未詳述部份作出補充。除非這些補充與會員大會之前訂下的政策有衝突或不一致，否則所有會員必須遵從，直至會員大會議決修訂為止。

第 14 條 顧問

1. 顧問：前會長、署理會長、副會長或對本會有貢獻的會員，可以在理事會上被選為顧問，其任期與理事會相同。
2. 榮譽顧問：對本會或國家有特別貢獻的會員，可在會員大會被委任為榮譽顧問，其任期與理事會相同。



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3. 名譽顧問：凡社會賢達對本會有貢獻者，可在會員大會被委任為名譽顧問，其任期與理事會相同。
4. 法律顧問：理事會有權委任具有本國法律專業的會員或專業人士為法律顧問，其任期與理事會相同。

第 15 條 禁例

1. 嚴禁在本會的會所進行任何非法活動。
2. 本會之款項不得代為償還任何會員因犯法的罰款。
3. 任何會員不得利用本會的名義涉入政治、經濟或作出違反本會宗旨的活動。
4. 會長、理事會成員、會員，不得以本會的名義向新聞、書刊及傳播媒體對任何課題代表本會發表任何聲明，除非獲得理事會的授權。
5. 任何會員不得在公開場合破壞本會之名譽或批評本會之會務。
6. 除非獲得有關當局發出准證，本會不得以任何名義發行內部或公開的彩券。

第 16 條 修改章程

1. 本會章程的修改，必須獲得會員大會的批准，在 60 天內呈交理事會檢查後方可呈報社團註冊官，經社團註冊官批准後方生效。

第 17 條 解散

1. 本會解散必須獲得出席會員大會法定人數會員的五分之四通過方為有效。
2. 若本會按照上述規定解散時，本會所負的合法債務必須清還，所剩餘的資金及不動產必須依照會員大會的議決規定執行。
3. 解散通知書在會員大會通過後的 30 天內由理事會呈報社團註冊官。

第 18 條 會旗、會徽

1. 會旗
說明:



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2. 會徵



說明：國立臺灣大學馬來西亞校友會

PERSATUAN SISWAZAH-SISWAZAH UNIVERSITI KEBANGSAAN TAIWAN, MALAYSIA
(ALUMNI ASSOCIATION OF NATIONAL TAIWAN UNIVERSITY, MALAYSIA)

第 19 條 組織

1. 會員大會：為本會最高權力機構。
2. 理事會：理事會成員為十九人，其中十四人在會員大會票選選出，秘書及副秘書由當選會長直接委任，其餘三名委任理事由當選會長提名，經票選理事會核准。
3. 工作小組：理事會有權委任部份會員成立工作小組，負責各項會務。
4. 聯絡員：理事會可委任適當人數之會員為聯絡員，負責全馬各州會員之間的協調工作。
5. 產業管理人：理事會為本會產業管理人，並有權委任 3 位理事處理本會產業租賃、維修及相關事務。
6. 信託人：理事會有權提名五名信託人，必須獲得出席會員大會過半法定人數會員的通過。
7. 顧問：前會長、署理會長、副會長或對本會有貢獻的會員，可以在理事會上被選為顧問；對本會或國家有特別貢獻的會員，可在會員大會被委任為榮譽顧問；凡社會賢達對本會有貢獻者，可在會員大會被委任為名譽顧問；理事會有權委任具有本國法律專業的會員或專業人士為法律顧問。

—— *本章程條文已於 20171205 經社團註冊局審核通過* ——



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(ALUMNI ASSOCIATION OF NATIONAL TAIWAN UNIVERSITY, MALAYSIA)

CLAUSE 1 NAME

1. The Association shall be known as
PERSATUAN SISWAZAH-SISWAZAH UNIVERSITI KEBANGSAAN TAIWAN, MALAYSIA”.
(ALUMNI ASSOCIATION OF NATIONAL TAIWAN UNIVERSITY, MALAYSIA) Hereinafter
referred to as "the Association".
2. Meaning of name : PERSATUAN SISWAZAH-SISWAZAH UNIVERSITI KEBANGSAAN
TAIWAN, MALAYSIA”. (ALUMNI ASSOCIATION OF NATIONAL TAIWAN
UNIVERSITY, MALAYSIA)
3. Level : Kebangsaan

CLAUSE 2 ADDRESS

1. The registered address is
9, Jalan SS 2/64, S. E. A. Park, Petaling Jaya, Selangor. or at such other place or places
as may from time to time be decided on by the committee; and the postal address is
9, Jalan SS 2/64, S. E. A. Park, Petaling Jaya, Selangor.
2. The registered and postal addresses shall not be changed without the prior approval of
the Registrar of Societies.

CLAUSE 3 OBJECTIVE

Its objects are:-

1. To promote educational, cultural, recreational and welfare activities that are beneficial
to the members.
2. To coordinate and achieve common objectives with other registered societies.



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3. To provide goodwill, unity, and cultural exchange among the people of the country.
4. To concern and react if necessary on current affairs which are relevant to members.

CLAUSE 4 MEMBERSHIP

RULE 1. MEMBERSHIP

There shall be two types of membership:-

1. Ordinary membership is opened to Malaysian students who used to study at National Taiwan University.
2. Associate membership is opened to the following:-
 - a. Graduates or past students or former staff of National Taiwan University who are now staying in Malaysia but not citizens of this country.
 - b. The Ordinary Member's spouse and adult children.
 - c. Prominent personage, professional people who have special contribution to the Association, society and country.

RULE 2. APPLICATION FOR MEMBERSHIP

1. Every application for membership shall fill in the prescribed form which shall be submitted together with entrance fee to the Secretary who shall submit it to the Committee for approval.
2. For any applicant whose application has not been approved as aforesaid, the prescribed entrance fee shall be refunded to the applicant.
3. Those who would like to withdraw need to inform the Association in writing, and the application shall become effective after the approval of the Committee. These withdrawn members not only shall have no rights to claim for any fees or donations they have previously contributed, but also must pay up money owed to the Association and return their membership card.

RULE 3. MEMBER FEES

1. The entrance fee for an ordinary member is One Hundred Ringgit (RM100.00), and the applicants shall become life members after the approval of the Committee.
2. The entrance fee for an associate member is Fifty Ringgit (RM50.00). and the applicants shall become Life Associate Member after the approval of the Committee.



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3. Under special circumstances, the Committee shall approve and exempt any applicants from paying his entrance fee.

RULE 4. OBLIGATIONS & PRIVILEGES OF MEMBER

1. OBLIGATIONS:-
 - a. To pay entrance fee and other charges in accordance with these rules.
 - b. To abide by these rules and resolution of Annual General Meeting.
 - c. To attend Annual General Meeting.
 - d. To protect the interests of the Association.
2. Ordinary Members shall have the following privileges 90 days after the application for membership is approved:-
 - a. To elect
 - b. To be elected
 - c. To voice opinions
 - d. To vote
 - e. To be entitled to all other privileges specified in these rules.
3. Associate Members shall be entitled to privileges as per specified in Clause 4 except (a)(b)(d) of Rule 4.

CLAUSE 5 RESIGNATION AND TERMINATION

LOSS OF MEMBERSHIP

1. Members may lose their membership for one of the following reasons:
 - a. Upon death
 - b. Relinquishment of membership
 - c. The Committee has decided to terminate the membership with a two-third majority vote.
2. Members who have lost their membership shall have no rights to claim for any fees or donations they have previously contributed.
3. Members who have lost their membership, whose positions in the Association shall automatically be terminated.
4. The member concerned is entitled to appeal at the General Meeting. The decision reached at the Annual General Meeting is deemed final.



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CLAUSE 6 SOURCE OF INCOME

DONATION

CLAUSE 7 GENERAL MEETING

1. The supreme authority of the Association is vested in the general meeting of the members. At least one tenth of the life members or 1.5 times of the Committee members depending whichever is less must be present at an annual general meeting for its proceedings to be valid and to constitute a quorum.
2. The Annual General Meeting shall be held as soon as possible after the close of each financial year, but in any case not later than the month of April of that year. The date, time and venue will be decided by the Committee. Should the Annual General Meeting be postponed under special circumstances, the later date cannot exceed 60 days, and the agenda are as follows:
 - a. To approve the quorum for the meeting.
 - b. To elect the chairman and minutes-taker of the meeting.
 - c. To approve and review the minutes of the previous annual general meeting.
 - d. To examine and receive the annual activity report.
 - e. To examine and receive the financial report.
 - f. To consider proposals.
 - g. To elect a Committee (during the election year) according to the stipulations of this Constitution
 - h. Any other business.

The chairman shall be elected at the general meeting and shall hold the meeting according to the stipulations of the Association's Constitution. Any proposals at the general meeting or the votes are the same at the election. The chairman shall have power to cast a decisive vote.

3. A notice of the annual general meeting stating the date, the time and the place shall be sent by the Secretary to all members not later than 14 days before the date fixed for the



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- meeting, and this notice shall also be prominently displayed at the registered office or place of meeting of the Association
4. The Secretary shall also send to all members at least 14 days before the meeting an agenda including copies of minutes and reports together with the audited accounts of the Association for the previous year. Copies of these documents will also be made available at the registered office or place of meeting of the Association for perusal of members.
 5. An extraordinary general meeting of the Association shall be convened under the following circumstances:
 - a. Whenever the Committee deems it desirable, or
 - b. At the joint request in writing of at least thirty Ordinary members, stating the objectives and reasons for such a meeting.
 6. An extraordinary general meeting requisitioned by members shall be convened by the president for a date within thirty days of the receipt of such requisition, failing which the requisitionists may by themselves convene the meeting within 20 days. The representative of the requisitionists (elected among requisitionists themselves) shall send the notice of the meeting to all the members not later than 14 days. The quorum of this meeting will be the same as the quorum of the annual general meeting. If the quorum is insufficient, the extraordinary meeting shall be cancelled, and no extraordinary general meeting shall be held for the same purpose until after the lapse of at least six months from the date thereof
 7. The Secretary or the representative of the requisitionists (elected among the requisitionists themselves) shall forward to all members a copy of the minutes of the extraordinary general meeting within 20 days after its conclusion. Its effectiveness shall be the same as the general meeting.
 8. The amendments of the Constitutions shall be approved during the annual general meeting and shall take effect from the date of the approval by the Registrar of Societies.

CLAUSE 8 COMMITTEE

1. A Committee of 19 officers which consists of the following, shall be termed the office-bearers of the Association and to carry out the resolution of the annual meeting. The term of office shall be of two years. All committee members shall be entitled for re-election. However, no President shall serve for more than two consecutive terms.



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- i. The following 14 officers of the committee shall be elected by ballot at each alternate Annual General Meeting from the life members of the Association:
 - a. One President
 - b. One Deputy President
 - c. Two Vice-President
 - d. One Treasurer
 - e. One Vice-Treasurer
 - f. Eight Ordinary Committee members
- ii. To appoint Secretary, Assistant Secretary and three Ordinary Committee Members:
 - a. One Secretary, He/She will be directly appointed by the elected President, and will be entitled to all privileges as the elected Committee.
 - b. One Assistant Secretary, He/she will be directly appointed by the elected President, and will be entitled to all privileges as the elected Committee.
 - c. To appoint Committee Members three Ordinary Committee members. They shall be nominated by the elected President and be approved by the Committee, and shall be entitled to all privileges as the elected Committee.
2. The function of the Committee is to carry out the resolution and handle the internal and external affairs of the Association laid down by the general meeting and is in accordance with the Constitutions. The Committee shall submit the activity report and financial report to the general meeting. After received and approved by the general meeting, they shall be submitted to the Registrar of Societies within 60 days. Before submitting to the Registrar of Societies, the documents must be examined and checked by the Committee.
3. The Committee has the power to appoint an ad hoc committee to amend the Constitutions. The amended Constitutions shall be approved at the general meeting and shall take effect from the date of the approval by the Registrar of Societies.
4. The meeting shall be given to the Committee members either by sending messages, emailing or phoning. At least one half of the Committee members must be present for its proceedings to be valid and to constitute a quorum.
5. Where any urgent matter requiring the approval of the Committee arises and it is not possible to convene a meeting, the Secretary may obtain such approval by means



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of a circular letter. The following conditions must be fulfilled before 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 through email or messages. All the Committee members must indicate if they approve in writing, and the Secretary shall organise the member's proposals and put them in files.
 - b. At least one-half of the members of the Committee must indicate whether they are in favour or against the proposal, and the method of voting is the same as the normal Committee.
 - c. Any decision obtained by circular letter shall be reported by the Secretary to the next Committee meeting and recorded in the minutes thereof.
6. Any member of the Committee who fails to attend three consecutive meetings of the Committee without giving reasons of absence, the Committee shall decide to terminate his/her position.
 7. In the event of the death or resignation of a member of the Committee, or due to legal issues, 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 such candidate declines to accept office, the Committee shall have the power to co-opt any other life member of the Association to fill the vacancy until the next re-election.
 8. The Committee shall give instructions for the conduct of the affairs of the Association. The Committee may employ staff to assist in dealing with business as it deems necessary. It may terminate or dismiss the staff for incompetence or dereliction of duty.
 9. Re-election of Committee:
 - . The Election Commission shall be established 30 days before the re-election. The Committee will name a three-member Election Commission including patrons or senior life members. Members of the Election Commission shall not participate in the re-election. The Election Commission will automatically dissolve when the officebearers of the new Committee are sworn in.
 - a. Candidates shall declare that they are life members, have not breached the nation's law and are not bankrupt. If they are elected and are found different from the foregoing facts, they shall lose their qualification as the Committee members.
 - b. Candidates must take a nomination form and indicate the position they would like to run for. They shall be nominated by a life member and seconded by another. A completed nomination form will have to be submitted to the Election Commission at least seven days before the election. Should there be any



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disputes in the candidates, the Election Commission will have the final ruling, and there cannot be anymore disputes.

- c. The Election Commission will issue a written notification or send messages of the results of nomination within three days upon receipt of the nomination form and examination of the candidates' qualification, or the list of candidates and positions run for will also be announced on the Association's website or media.
- d. Should there be no candidates nominated, or insufficient number of candidates nominated prior to the annual general meeting, nomination and seconded can be conducted on the spot. If the candidates are not at the meeting site, a letter of agreement for the nomination needs to be produced. The candidates must meet the requirements of the election mentioned above. The results of the election will be announced within 7 days.

10. The handover of the old and new Committee

- . After the re-election of the Committee, the previous Committee must hand over all the Association's files, stamp, society registration certificate, equipment, furniture along with an inventory within 14 days to the new Committee.
- a. The ceremony of the handover is represented by three members in the new Committee including the Vice-President or anyone with the position above, the Secretary and the Treasurer. Meanwhile, the previous Committee is also represented by three members including the Vice-President or anyone with the position above, the Secretary and the Treasurer. There shall be at least one patron witnessing the handover.

CLAUSE 9 DUTIES OF OFFICE BEARERS

1. The President shall during his term of office preside at all the meetings of the Committee and other meetings, but excluding the general meeting. The President shall represent the Association to deal with the internal and external affairs. However, in terms of major topic to speak to the media or reporting to the government organisation, the President must have the authorisation from the Committee. If the number of votes is the same during a meeting, he shall have the casting vote and shall sign the minutes of each meeting at time they are



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- approved. He shall, in conjunction with the Secretary or Treasurer, sign all cheques on behalf of the Association.
2. The Deputy President shall assist the President in carrying out his duties and shall act on behalf of the President during his absence, and obtain the President or the Committee' authorisation to deal with affairs.
 3. The Vice-President shall assist the President and the Deputy President in carrying out their duties. He can also deal with part of the affairs indicated by the Committee. In the absence of the President and the Deputy President, the President or the Committee can authorise him to deal with the affairs.
 4. The Secretary shall be responsible for all the internal and external paperwork of the Association. He/she shall create a file, take care of the Association's stamp, previous business reports, minutes of the Committee meetings, society registration certificate, immovable property, rental agreement and setting up members' files. All the electronic file information must be updated half yearly and given to the vice-President or person above for safekeeping. After the general meeting, he/she shall be responsible to submit the activity report and the financial report checked and passed by the Committee to the Society Registrar within 60 days.
 5. The Assistant Secretary shall assist the Secretary in carrying out his/her duties and shall act for him/her in his/her absence.
 6. The Treasurer shall be responsible for the finances of the Association. He shall submit the year -end financial report to the general meeting for approval. He should also file away the previous financial reports for inquiries. He shall be responsible to take care of the financial stamp, check book and monthly statement from the bank. He shall, in conjunction with the President, the Deputy President and the Secretary (any two of the four officers) can sign all cheques on behalf of the Association.
 7. The Vice-Treasurer shall assist the Treasurer in carrying out his financial duties and shall act for him in his absence.
 8. Ordinary Committee Members shall assist in the management of the affairs of the Association.
 9. The Association's Representatives abroad or delegates attending any external activities or meetings shall be appointed by the Committee, and carry out the resolution of the Committee. Should he not follow the instructions of the Committee, the Committee has the power to terminate his appointment.
 10. Due to the need of the business, the Committee has the power to set up a liaison office all over the country, and appoint a liaison officer to deal with the local affairs. The officer can appoint the local members and relevant personal if necessary to assist in



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dealing with the businesses. Should there be important business, he shall attend the report of the Committee meeting, and his term of office is the same as the Committee. The Committee has the power to dismiss any liaison offices or terminate the liaison officer's authority or appoint any other members to replace him.

11. The Committee has the right to set up or dismiss the project unit and the foundation, appoint relevant supervisor or professional to lead the unit to complete the tasks and be responsible for the Committee. The setting up of the foundation must be approved by the general meeting to be valid. Should there be important business, he should attend the report of the Committee meeting, and his term of office is the same as the Committee.

CLAUSE 10 FINANCE PROVISION

1. The Association's bank savings are divided into business account and special fund account. The business account is only limited to the use in the business development operation. The special fund account can only be used in related expenses. Should the special fund account be used for other purposes, it must be approved in the general meeting.
2. The Treasurer may hold a petty cash advance not exceeding five thousand Ringgit at any one time. All money in excess of this sum shall within ten days of receipt be deposited in the Association's bank account.
3. All cheques for payment shall be signed by any two of the four officers namely the President, the Vice-President, the Secretary and the Treasurer. The President is the main signer. In the absence of the President, the Vice-President can sign in his place.
4. The President and Secretary shall jointly approve any expenditure below RM10,000. The Committee is authorised to approve expenditure below RM50,000. Any expenditure exceeding RM50,000 shall have to be approved at the Annual General Meeting.
5. As soon as possible after the end of each financial year, the financial report for the year shall be prepared and audited by the Auditors. The audited accounts shall be submitted for approval in the next annual general meeting, and be submitted to the Society Registrar.

CLAUSE 11 AUDITORS



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Two non-office bearers of the Association shall be appointed at the AGM. Their term of office is the same as the Committee. They shall be responsible for auditing the yearly financial report. Members who have accounting qualifications and with auditing experience shall be the preferred candidates. A professional accountant can also be employed to do the accounting and auditing work. He shall prepare a report for the annual general meeting.

CLAUSE 12 PROPERTY ADMINISTRATOR / TRUSTEES

1. Property administrator: The Committee is the Association's property administrator, and has the power to appoint three Committee members to deal with the Association's property lease, repair and related matters.
2. Trustees:
 - a. The Committee has the power to nominate five trustees. They must be approved by over half of the quorum members at the annual general meeting, and their names will be submitted to the Society Registrar.
 - b. The Secretary and the Treasurer cannot be appointed as the trustees.

CLAUSE 13 INTERPRETATION

Should there be discrepancies in the Constitutions between the Chinese version and the English version, the English version submitted to the Registrar of Societies shall be used as the norm.

CLAUSE 14 ADVISOR / PATRON

1. Patrons:

The previous President, Deputy President, Vice-President or members who have contributed to the Association can be chosen as patrons in the Committee meeting. Their term of office is the same as the Committee.
2. Honorary patrons:

Members who have special contributions to the Association or the country can be appointed as honorary patrons at the annual general meeting. Their term of office shall be the same as the Committee.



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3. Reputed patrons:

The society's prominent personages who have contributions to the Association can be appointed as reputed patrons at the annual general meeting. Their term of office shall be the same as the Committee.

4. Legal advisers:

The Committee has the power to appoint members who have national legal profession or professionals as legal advisers. Their term of office shall be the same as the Committee.

CLAUSE 15 PROHIBITION

1. Illegal activities are strictly prohibited in the Association.
2. The Association's fund cannot be used to repay any member's fine for offence.
3. Any members shall not, in the name of the Association, get involved in politics, economics or to carry out activities that violate the objectives of the Association.
4. The President, the Committee members and members shall not, in the name of the Association, make any statements on any subjects to the news, books and magazines, and communication media.
5. Any members shall not destroy the Association's name or to criticise the Association's business affairs in the public.
6. The Association shall not hold any lottery, whether confined to its members or not, in the name of the Association or its office-bearers, committee or members, unless a licence has been obtained from the proper Authority.

CLAUSE 16 AMENDMENT OF CONSTITUTION

These rules may not be altered or amended except by resolution of the general meeting. After being submitted to the Committee for checking within 60 days, such alteration or amendments shall take effect from the date of the approval by the Registrar of Societies.

CLAUSE 17 DISSOLUTION



國立台灣大學馬來西亞校友會

Persatuan Siswazah-Siswazah Universiti Kebangsaan Taiwan, Malaysia
Alumni Association Of National Taiwan University, Malaysia
9-B, Jalan SS2/64, 47300 Petaling Jaya, Selangor, Malaysia. Email: aantum@gmail.com

1. The Association shall be dissolved by a resolution of not less than four-fifths of the members who attend the general meeting.
2. 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 and immovable property shall be disposed of in such manner as may be decided upon by the general meeting.
3. Notice of dissolution will be given in writing by the Committee within 30 days of the dissolution to the Registrar of Societies.

CLAUSE 18 FLAG, LOGO AND BADGE

1. Flag
-
Description
2. Logo



Description

PERSATUAN SISWAZAH-SISWAZAH UNIVERSITI KEBANGSAAN TAIWAN, MALAYSIA
(ALUMNI ASSOCIATION OF NATIONAL TAIWAN UNIVERSITY, MALAYSIA)



國立台灣大學馬來西亞校友會

Persatuan Siswazah-Siswazah Universiti Kebangsaan Taiwan, Malaysia
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3. Badge



Description

PERSATUAN SISWAZAH-SISWAZAH UNIVERSITI KEBANGSAAN TAIWAN, MALAYSIA
(ALUMNI ASSOCIATION OF NATIONAL TAIWAN UNIVERSITY, MALAYSIA)

CLAUSE 19 STRUCTURE OF ORGANIDATION

1. General Meeting:-

The supreme suthority of the Association is vested in a general meeting of the members.

2. Committee:-

A Committee of fifteen members of which eleven committee members shall be elected by ballot at the relevant Annual General Meeting and the other four committee members shall be recommended by elected President and appointed by the elected committee

3. Sub-Committee:

The Committee shall have power to appoint a number of members to form sub-committee in charge of various functions.

4. The Committee may appoint suitable number of coordinators who are members of the Association to take charge of coordination among members in various states of Malaysia.

5. Patrons:

Past presidents, deputy presidents and vice-presidents of the Association and persons who have rendered meritorious services to the Association may be elected by the general meeting as Patrons of the Association.



國立台灣大學馬來西亞校友會

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6. Trustees:

When the Association acquires immovable property, five trustees shall be elected at a General Meeting of Members to hold in trust, the property according to the proper legal procedure.

— **The Constitution had been approved by the office of the Registrar of Societies Malaysia (ROS) 20171505** —

