

CONSTITUTION

PERSATUAN PERUBATAN INTEGRATIF MALAYSIA (ASSOCIATION OF INTEGRATIVE MEDICINE MALAYSIA)

CLAUSE 1 NAME

1. The Association shall be known as

PERSATUAN PERUBATAN INTEGRATIF MALAYSIA (ASSOCIATION OF INTEGRATIVE MEDICINE MALAYSIA)

Hereinafter referred to as "the Association".

2. Meaning of name :
3. Level : **Kebangsaan**

CLAUSE 2 ADDRESS

1. The registered address is

**B-03-05 GATEWAY KIARAMAS,CORPORATE SUITE 1 JALAN DESA KIARA,
MONT KIARA
50480 WILAYAH PERSEKUTUAN KUALA LUMPUR**

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

**B-03-05 GATEWAY KIARAMAS,CORPORATE SUITE 1 JALAN DESA KIARA,
MONT KIARA
50480 WILAYAH PERSEKUTUAN KUALA LUMPUR**

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

CLAUSE 3 OBJECTIVE

(1) To promote and enhance among practitioners of integrative medicine the practice of medicine that reaffirms the importance of the relationship between practitioner and patient, focuses on the whole person, is informed by evidence, and makes use of all appropriate therapeutic approaches, health care professionals and disciplines to achieve optimal health and healing.

(2) To promote educational and research on integrative medicine which is a new

term that emphasizes the combination of both conventional and alternative approaches to address the biological, psychological, social and spiritual aspects of health and illness, which emphasizes respect for the human capacity for healing, the importance of the relationship between the practitioner and the patient, a collaborative approach to patient care among practitioners, and the practice of conventional, complementary and the alternative health care that is evidence-based.

(3) To promote integrative medicine's primary goal of providing patients with team based health services that combine Western (Allopathic) medicine with complementary treatments in modern evolving setting emphasizing integrated treatment modalities.

CLAUSE 4 MEMBERSHIP

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(1) There shall be (7) Seven types of membership:-

(a) Ordinary Member:

(i) An Allopathic (medical doctors registered with the Malaysian Medical Council [MMC]), aged above 21 years and having his/her principal or only place of residence in Malaysia, or is a permanent resident in Malaysia or

(ii) A Non-Allopathic medical practitioner (practitioner whose modalities/qualifications are approved/recognized by T & CM Council, Ministry of Health Malaysia), aged above 21 years and having his/her principal or only place of residence in Malaysia or is a permanent resident of Malaysia, or

(iii) A Person with tertiary academic qualifications in health care sciences and/or medical related specialties recognized by the Committee, aged above 21 years and having his/her principal or only place of residence in Malaysia or is a permanent resident of Malaysia.

(b) Life Member :

(i) Existing Ordinary Member whose application has to be approved by the Committee with a Life Membership Fee of RM1000 (Ringgit Malaysia One Thousand Only) or

(ii) New applicant who is qualified for Ordinary Member can apply straight away to be a Life Member, provided the application is approved by the Committee. The Life Membership Fee is RM1300 (Ringgit Malaysian One Thousand Three Hundred Only)

(iii) The Committee deserves the right to reject the application without giving any

reasons.

(c) Corporate member:

Clinics or Wellness Medical Centers or Wellness SPA, Private Hospitals or Clinics, and Companies that deal in integrative medicine which are operating in Malaysia or in other countries. Each Corporate member shall be represented by one representative who is the owner or the employee of such establishments. Corporate member shall not have voting right and are not entitled to become committee member of the Association.

(d) Affiliate Member Life

A Person with qualifications in complementary medical modalities which have yet to be recognized by T&CM Division or T&CM Council of Ministry of Health Malaysia,, aged above 21 years and having his/her principal or only place of residence in Malaysia or is permanent resident of Malaysia or is a resident of other countries working in Malaysia.

Applicants who have interest in Integrative medicine but without qualifications in complementary medical modalities can also apply. The acceptance of membership is at the discretion of the COMMITTEE.

All Affiliate members Life will not have voting right and are not eligible to become COMMITTEE member.

(e) Associate members

(i) An Allopathic medical practitioner (medical doctors registered with the medical councils in their countries of residence) aged above 21 years and having his/her principal or only place of residence in other countries or

(ii) A Non-Allopathic medical practitioners aged above 21 years and having his/her principal or only place of residence in other countries or

(iii) A Person with tertiary academic qualifications in health care sciences and/or medical related specialties recognized by the Committee, aged above 21 years and having his/her principal or only place of residence in other countries.

Associate member shall not have voting right and are not entitled to become committee member or life member of the Association.

(f) Fellow

All pro tem members are awarded Foundation Fellow of the Association. This is in recognition of their vision, dedication in time and efforts and financial contributions in setting up the association.

Other members are eligible to apply for a Fellow with the following criteria :

.Sphere of influence within the organization:

.Level at which represent organization externally;

.Determination is based upon information obtained from Fellows who were consulted as references and from other sources;

.appointed committee makes the final decision and may, at any time modify the requirements for the fellowship;

.recognition for the development of any program which has become widely accepted;

.at least 2 years of dedicated service to the objectives of the association and contributions to integrative medicine;

.Fellow shall not have voting right and is not entitled to become committee member or life member of the association if he/she is not an ordinary member of the association.

(2) Every application for membership shall have to be made in the respective application form prescribed by the Association together with payment for the entrance fee, shall be proposed by one (1) member and seconded by another member and shall be forwarded to the Secretary who shall at the first convenient opportunity, submit it to the Committee for approval. Both proposer and seconder must be existing Ordinary members. The Committee may at its discretion reject any application without assigning any reason thereof.

In addition to entrance fee, payment for annual subscription shall be submitted together with the application. The renewal of subsequent annual subscription shall be on the first day of January of the renewal year.

(3) Every applicant whose application has been approved as aforesaid shall be admitted as a member of the Association, as the case may be, of the Association from the date of the approval and shall be entitled to all the privileges of related membership.

(4) For any applicant whose application has not been approved as aforesaid, any entrance fee paid in advance shall be refunded to the applicant free of interest.

(5) Obligation Of Members

All members shall fulfil the following obligations:

(a) To abide by the Rules and Regulations of the Association and resolutions passed at General Meetings and or Committee meetings.

(b) To attend General Meetings.

(c) To participate and support the activities of the Association which are in line

with the aims and objects of the Association and to protect the rights of the members and interest of the Association.

(6) Privileges

(a) The Ordinary and Life members shall enjoy the following rights and privileges:-

- (i) The rights to attend at General Meeting.
- (ii) The rights to vote at General Meeting.
- (iii) Subject to the provision of Article 8(2), the rights to be elected as members of COMMITTEE.
- (iv) To be entitled to all other members privileges specified in the Constitution of the Association.

(b) The Corporate members shall be entitled to attend General Meetings and to enjoy all other privileges of the members as stated in the Constitution of the Association EXCEPT the rights to vote at General Meeting and to hold office as members of COMMITTEE.

CLAUSE 5 RESIGNATION AND TERMINATION

(1) Any member who wishes to resign from the Association shall give not less than fourteen (14) days written notice to the Secretary.

(2) Any member who has become a member through using false or misleading documents or information shall automatically cease to be a member upon discovery of such deceiving fact, event or conduct, by the Committee.

(3) Any member who fails to comply with the rules of the Association or whose conduct has seriously contravened the rules of the Association or is found to be detrimental to the interest or has tarnished the name or reputation of the Association or has acted in a manner to bring disrepute upon the Association may have his or her membership be suspended or terminated by the Committee upon recommendation of the Disciplinary Committee. Before the Committee suspends or terminate the member, the member shall be informed of the grounds for such suspension or termination in writing and be given an opportunity to explain and clear himself in person. Such suspension or termination shall be enforced, unless otherwise reversed by a general meeting upon appeal by the said member.

CLAUSE 6 SOURCE OF INCOME

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(1)The entrance fee payable shall be as follows:-

(a) Ordinary Member :

Entrance fee :
RM300.00 (Ringgit Malaysia Three Hundred only)
Annual fee :
RM100.00 (Ringgit Malaysia One Hundred only)

(b) Life Member :

Upgrading fee :
RM1,000.00 (Ringgit Malaysia One Thousand only)
Annual fee: No Annual Fee

(c) Corporate Member:

Entrance fee :
RM5,000.00 (Ringgit Malaysia Five Thousand only)
Annual fee :
RM1,000.00 (Ringgit Malaysia One Thousand only)

(d) Affiliate Member Life

For Malaysians or Permanent Residents in Malaysia-
Entrance fee : RM1300.00 (Ringgit Malaysia One Thousand Three Hundred only)
No annualrenewal fee.

For Foreigners working in Malaysia-
Entrance fee : RM2200.00 (Ringgit Malaysia TwoThousand Two Hundred only)
No annual renewal fee.

(e) Associate Member

Entrance Fee : USD500.00 (USD FIVE Hundred only)
No annual subscription or renewal fee.

(2) All annual subscription shall be payable to the Treasurer in advance within 14 (fourteens) days of the first month each year.

(3) Any member who allows his arrears to exceed two years subscriptions shall be denied the privileges of membership until all the overdue membership fees have been settled.

(4) The Committee shall have the power to fix a re-entrance fee for any person who has allowed his membership to lapse through arrears.

(5) Donations, contributions or sponsorships from individuals, companies, government or government agencies , nongovernmental organizations (NGO) or

any charitable or non charitable organizations

CLAUSE 7 **GENERAL MEETING**

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(1) The supreme authority of the Association is vested in a general meeting of the members. The General Meeting shall have the full authority and power to pass resolutions and make decisions for the implementation, achievement or furtherance of the aims and objects of the Association for the benefit of the Association and its members. In the event of any conflict in any issue, the decision of the General Meeting shall supersede the decisions of all committees or office bearers of the Association.

(2) At least one-half of the voting membership of the Association or the voting members present represent twice the total number of Committee, whichever is the lesser, must be present at a general meeting for its proceedings to be valid and to constitute a quorum.

(3) If half an hour after the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to the next week to be held at the same time and at the same place; and if a quorum is still not present at such adjourned meeting, the members present shall have the power to proceed with the business of the day but shall not have the power to alter the rules of the Association or make any decision affecting the whole membership.

(4) An annual general meeting of the Association shall be held as soon as possible after the close of each financial year but not later than April on a date and a time and place to be decided by the Committee. The business of the annual general meeting shall be:-

(a) To receive the minutes of the previous annual general meeting,

(b) To receive and adopt the Committees annual report on the activities of the Association during the previous year;

(c) To receive and adopt the audited financial statements of the Association for the previous year;

(d) To add or amend Rules of the Constitution of the Association (if necessary);

(e) To elect the Committee for the period of five (5) years;

(f) To appoint internal auditor for the ensuing year;

(g) To deal with such other matters as may be put before it.

(5) The Secretary shall send to all members at least twenty one (21) days before the annual general meeting, a notice and 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 place of business of the Association for the perusal of members.

(6) An Extraordinary General meeting of the Association shall be convened:-

(a) Whenever the Committee deems it desirable; or

(b) At the joint request in writing of not less than one-fifth (1/5) of the voting members stating the reasons for such request.

(7) An Extraordinary General Meeting requisitioned by voting members shall be convened for a date within thirty days of the receipt of such requisition by the Secretary and notice stating the specified reasons shall be given to all members at least twenty one (21) days before the meeting.

(8) Paragraphs 7(2) and 7(3) of this rules regarding the quorum and the postponement of an annual general meeting shall apply also to an extraordinary general meeting, but with the provision that if no quorum is present after half an hour from the time appointed for a postponed extraordinary general meeting requisitioned by the members, 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.

(9) The Secretary shall forward to all members a copy of the draft minutes of each annual and extraordinary general meeting as soon as possible after its conclusion.

CLAUSE 8 COMMITTEE

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(1) A Committee consisting of the following, who shall be termed the office-bearers of the Association, shall be elected at the annual general meeting:-

A President

A Vice-President

A Secretary

An Assistant Secretary

A Treasurer

An Assistant Treasurer

Not more than TEN (10) Ordinary Committee Members

(2) Unless otherwise approved by the Registrar of Societies, all office-bearers of the Association and every officer performing executive functions in the Association shall be Malaysian citizens or is a permanent resident of Malaysia.

(3) Names for the above offices in paragraph (1) shall be proposed and seconded and election will be by a simple majority vote of the members at the annual general meeting. All the office-bearers shall be eligible for re-election each every election year.

(4) The function of the Committee is to organize and supervise the day-to-day activities of the Association and to make decisions on matters affecting its running within the general policy laid down by the general meeting. The Committee shall not act contrary to the expressed wishes of the general meeting without prior reference to it and shall always remain subordinate to the general meeting. It shall furnish a report to each annual general meeting on its activities during the previous year.

(5) The Committee shall meet at least once every four months, a 14 days notice of each meeting shall be given to the members. The President acting alone, or not less than three of its members acting together may call for a meeting of the Committee to be held at any time. At least one half of the Committee members must be present for its proceedings to be valid and to constitute a quorum.

(6) 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 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 by whatever means deem fit by the Secretary, including but not limited to postal service, faxsimile, e-mailing, telephonic messages and or any other electronic means;

(b) At least one-half of the members of the Committee must indicate whether they are in favour or against the proposal and such indications can be first forwarded to the Secretary by way of faxsimile, e-mailing, telephonic messages and or any other electronic means, to be followed-up by the originals; and

(c) The decision must be by a majority vote.

Any decision obtained by circular letter shall be reported by the Secretary to the next Committee meeting and recorded in the minutes thereof.

(7) 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) In the event of the death or resignation of a member of the Committee, the Committee shall have the power to co-opt any other member of the Association to fill the vacancy until the next election of office-bearers.

(9) The Committee shall give instructions to the Secretary and other officers for the conduct of the affairs of the Association. It may appoint such officers and such staff as it deems necessary. It may suspend or dismiss any officers or member of the staff 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 Association.

(10) The Committee may appoint any sub-committee for any purpose arising out of or connected with any of the duties, functions and aims laid down under the rules. Any members can become members of these sub-committee.

(11) The previous or out-going Committee should hand over all documents of the Association such as Certificate of Registration, registered constitution, copies of annual report, reply letters, account books, bank books, cheques, receipts, land titles, list of assets and etc. to the new or in-coming Committee. However, if there are losses, damage or error to any document or asset during the out-going Committees time, therefore these discrepancies should be the responsibility of the out-going Committee.

CLAUSE 9 DUTIES OF OFFICE BEARERS

(a) President

- i) Shall be the ex-officio representative of the Association internally and externally
- ii) Shall be the Chairman of the General Meetings and Committee meetings.
- iii) Shall supervise the activities of the Association.
- iv) Shall have the casting vote at the meetings and shall sign the minutes of each meeting at the time they approved.

(b) Vice President

- i) Shall assist the President in carrying out his duties
- ii) Shall in the absence of the President act for and have the power vested in the President

(c) Secretary

- i) Shall administrate the business of the Association in accordance with the rules and by-laws and shall carry out the instructions of the General Meetings and Committee Meetings.
- ii) Shall be responsible for conducting all correspondence and keeping the register of membership and all other documents and seal of the Association except account books and other financial records.
- iii) Shall attend and record the proceedings of the General Meetings and the Committee Meetings and prepare and submit the annual activities report to the Committee and the Annual General Meeting.

iv) Shall file annual returns within 60 days from the date of the Annual General meeting to the Registrar of Societies.

(d) Assistant Secretary

The Assistant Secretary shall assist the Secretary in carrying out his duties and shall in the absence of the Secretary act for and have power vested in the Secretary

(e) Treasurer

i) Shall be responsible for the management of the finance and proper keeping of the account books and other financial records of the Association.

ii) Shall prepare the financial reports for submission to the Committee and the Annual General Meeting.

(f) Assistant Treasurer

The Assistant Treasurer shall assist the Treasurer in carrying out his duties and shall in the absence of the Treasurer act for and have power vested in the Treasurer.

(g) Ordinary Committee

All Ordinary Committee members shall attend Committee meetings and assist individually or collectively in carrying out the activities of the Association as instructed by the Committees.

(h) Sub-Committee

The Committee shall have the power to set up Sub-Committees from time to time to assist the Committee to perform its duties and obligations.

(i) Disciplinary Committee

a) A five (5) members Disciplinary Committee comprising of two (2) Committee and three (3) other Ordinary members shall be appointed by the Committee to hear and decide on any complaint or motion for the disciplinary action against any member.

b) The Disciplinary Committee shall make inquiry in respect of any complaint against any member on contravention of any rules and regulations of the Association or on his/her conduct that is alleged to be detrimental to the interest of the Association.

c) The Disciplinary Committee shall decide on the appropriate mode of enquiry to be carried out but have to ensure that the inquiry is conducted fairly and the accused member be given a reasonable opportunity to defend the charge made against him.

d) The Disciplinary Committee shall report its findings and recommend in writing to the Committee on the appropriate action to be taken on the matter, including dismissal of the complaint, issuance of a reprimand to the member or to suspend or terminate the membership of the member concerned.

e) The quorum for the Disciplinary Committee meeting shall be three (3) persons.

f) The Chairman of the Disciplinary Committee will be appointed by the Committee. He or she shall lead the Disciplinary Committee meeting.

g) The Secretary of the Disciplinary Committee shall be decided by the Disciplinary Committee among them for the duties of recording the proceedings of the meetings and prepare for submission the reports and findings to the Committee.

(j) Code of Professional Conduct and Ethic for Office Bearers

a) Official matters pertaining to matters representing the Association can only be issued (verbally, written or in all forms of media) by the Honorary Secretary, President or Vice President. Chairpersons of the subcommittees can only issue statements on matters relating to the subcommittee with the approval of the COMMITTEE.

b) To uphold the good name of the association at all times.

c) Not to steer or lead splinter groups with similar interests that may represent or misrepresent the association.

d) All COMMITTEE or subcommittee members are required to reply and acknowledge notifications which are posted by Hon Secretary or President via whatsapp , email or other form of media.

e) Any member of COMMITTEE or subcommittees collecting money on behalf of the association must get the approval from the committee. The money collected must be declared to the Treasurer.

CLAUSE 10 FINANCIAL PROVISION

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(1) Subject to the following provisions in this rules, the funds of the Association may be expended for the purpose necessary for the carrying out of its objects, including the expenses of its office-bearers and paid staff, and the audit of its accounts, but they shall on no account be used to pay the fine of any member who may be convicted in a court of law.

(2) The Treasurer may hold a petty cash advance not exceeding RM3000.00 (Ringgit Malaysia Three Thousand only) at any one time. All money in excess of this sum shall within seven working days of receipt be deposited in a bank approved by

the Committee. The bank account shall be in the name of the Association.

(3) All cheques or withdrawal notices on the Association account shall be signed by the Treasurer and counter-signed by either the President or the Secretary. In the absence of the Treasurer, and both the President and Secretary for a long period,

the Committee shall appoint one of its members to sign in his place.

(4) No expenditure exceeding RM20,000.00 (Ringgit Malaysia Twenty Thousand only) at any one time shall be incurred without the prior sanction of the committee, and no expenditure exceeding RM60,000.00 (Ringgit Malaysia Sixty Thousand only) in any one month shall be incurred without the prior sanction of a general meeting.

(5) As soon as possible after the end of each financial year, a statement of receipts and payments and a balance sheet for the year shall be prepared by the Treasurer and audited by the Auditors appointed under the rule 11. The audited accounts shall be submitted for the approval of the next annual general meeting, and copies shall be made available at the registered place of business of the Association for the perusal of members.

(6) The financial year of the Association shall commence on the 1st January and end on the 31st December every year.

CLAUSE 11 AUDITORS

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(a) Two Internal Auditors who shall not be the Committee members shall be elected by the Annual General Meeting during each year.

(b) They will hold the office for the period of one year and can be reappointed.

(c) Must be a Malaysian citizen or is a permanent resident of Malaysia.

(d) Shall be required to audit the accounts of the Association for each financial year and to prepare a report or certificate for the Annual General Meeting.

(e) 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 Committee.

CLAUSE 12 PROPERTY ADMINISTRATOR

(1) Three Trustees, who must be over 21 years of age, shall be appointed at the annual general meeting and shall hold office during the pleasure of the Association. They shall be vested in them all immovable properties whatsoever belonging to the Association upon execution of a Deed of Trust.

(2) The Trustees shall not sell, withdraw or transfer any of the property of the Association without the consent and authority of a general meeting of members.

(3) A Trustee may be removed from office by a general meeting on the grounds that, owing to ill health, unsoundness of mind, absence from the country or for any other reasons, he is unable to perform his duties or unable to do so satisfactorily. In the event of the death, resignation or removal of a trustee the vacancy shall be filled by a new Trustee appointed by a general meeting.

CLAUSE 13 INTERPRETATION

(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.

(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 Association unless and until countermanded by a resolution of a general meeting.

CLAUSE 14 ADVISOR / PATRON

The Committee shall if it deems fit and necessary appoint qualified persons to be the Advisor or Patron of the Association. The person appointed must give his consent in writing.

CLAUSE 15 PROHIBITION

(1) (1) None of any games of mere chances shall be played in the premises of the Association in accordance to the First and Second Schedule of the Common Gaming Houses Act 1953.

(2) Neither the Association nor its members shall attempt to restrict or in any other manner interfere with the trade or prices or engage in any Trade Union activities as defined in the Trade Union Act, 1959.

(3) The Association shall not hold any lottery, whether confined to its members or not, in the name of the Association, its office-bearers or members without prior approval from the authorities concerned.

(4) Benefits as mentioned under section 2 of the Societies Act 1966 shall not be given by the Association to any of its member.

CLAUSE 16 AMENDMENT OF CONSTITUTION

These Rules shall not be amended except by resolution of a general meeting. Such 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

(1) The Association may be voluntarily dissolved by a resolution of not less than three-fifths of the membership present in a 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 shall be disposed of in such manner as may be decided upon by a general meeting.

(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



Description

1. CIRCLES

The two concentric circles represent inner spiritual and outward physical healings which are complementary, holistic and wholesome in nature.

2. ROD

The Rod symbolise power of natural healing

3. SERPENTS

The serpents represent wisdom in healing guided by evidence and belief that the source and provision of healing are found in the creator of the universe and earth.

4. LEAVES

The leaves symbolise nature which provides resources and nutrients for the healing of all diseases.

5. COLOR

The golden color represents Integrative Medicine as the gold standard for healing of all diseases

The green represents the green vegetation that provides oxygen and nutrients that are essential for life.

The blue represents the air and water that sustain life.

3. Badge

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Description

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CLAUSE 19 **ORGANIZATION STRUCTURE**

The organization structure of the Association shall be as follows:-

(a) General Meeting

(b) Committee

(c) Sub-Committees

(d) Disciplinary Committee

(e) Internal Auditor