

# 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

(Nombor pendaftaran: **PPM-003-10-23051973**) website: <https://www.aantum.co>  
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## 中文與英文章程 (2024年06月20日版本)



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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  
4-2, Jalan Bandar Lima Belas, Pusat Bandar Puchong, 47100 Puchong, 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  
4-2, Jalan Bandar Lima Belas, Pusat Bandar Puchong, 47100 Puchong, 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、學術及文化交流。
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



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## 一、會員種類有二：

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

## 三、會費

1. 永久會員入會申請者之入會費為一百令吉 (RM100.00)，經理事會核准後，即成為永久會員。
2. 普通會員申請者入會費為五十令吉 (RM50.00)，經理事會核准後即成為普通會員。
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. 維護本會之權益。
2. 永久會員在加入會員九十(90)天後，始能享有以下之權利：
  - a. 選舉權
  - b. 被選權
  - c. 投票權



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- d. 發言權
  - e. 本章程賦予之所有其他權利
3. 普通會員在加入會員九十(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。
  - c. 經理事會三分之二(2/3)議決通過撤除會籍者。
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

1. 會費、捐贈、租金、利息、股息及其他之收入。

## 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(1/10)或理事會成員之兩(2)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，但不得遲過當年四(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，不得超過六十(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）。



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## h. 其他。

會員大會推選非理事成員擔任大會議長，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(1)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七(7)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. 秘書亦須在會議前七(7)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. 由至少三十(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三十(30)天內召開，若逾期未召開，連署者有權在二十(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）不遲於七(7)天前將開會通知書發予全體會員。法定人數與常年代表大會相同，若法定人數不足，特別會員大會將予取消，同時在六(6)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二十(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. 理事會由二十一(21)名成員組成，執行會員大會之決議及處理日常會務，任期三(3)年，除會長任期不能超過兩(2)任外，其他理事可以連選連任。
  - a. 三(3)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(14)名理事：
    - i. 會長一(1)名
    - ii. 署理會長一(1)名
    - iii. 副會長二(2)名
    - iv. 財政一(1)名
    - v. 副財政一(1)名



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vi. 八(8)名普通理事

b. 委任副會長、秘書、副秘書及理事。

i. 副會長四(4)名：

由當選會長推薦委任、經理事會超過半數投票同意才生效，如無適任人選則懸空，其權利與票選理事相同。

北馬副會長（雪蘭莪以北）一(1)名

南馬副會長（雪蘭莪以南）一(1)名

沙巴副會長一(1)名

砂拉越副會長一(1)名

ii. 秘書一(1)名：

由當選會長直接委任，其權利與票選理事相同。

iii. 副秘書一(1)名：

由當選會長直接委任，其權利與票選理事相同。

iv. 委任理事一(1)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六十(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(3)個月召開一(1)次理事會議，會議通知須於會議四(4)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：
  - a. 該表決事必須清楚說明，可以電子郵件、文字信息等書面方式傳達全體理事，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，秘書必須在下一次理事會報告並記錄在案。
6. 任何理事連續三(3)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。



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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）在改選前三十(30)天成立，由理事會委任顧問或資深永久會員三(3)名為委員。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(1)名永久會員提名，另一(1)名永久會員附議，於選前七(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(3)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(7)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，必須在十四(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(1)名、秘書及財政三(3)名組成，同樣的，上一屆的理事會亦由副會長以上的理事一(1)名、秘書與財政三(3)名組成，並在至少一(1)名顧問的見證下移交。

## 第 9 條 理事會之職務

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。



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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(1/2)年更新交副會長以上的理事保存。會員大會結束後六十(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。支票必須由會長或署理會長聯同秘書或財政簽署方為有效。
7. 副財政：副財政負責協助財政工作，並在財政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。任何對外參與相關會議的決議需向理事會匯報，若未依理事會指示，理事會有權終止其委任。
10. 聯絡處：理事會可視會務發展需要，在全國各地設立聯絡處，由副會長或委任聯絡主任處理該地事務，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. 財政可保留五千令吉(RM5,000.00)之零用金，其餘款項應在十(10)天內存入本會帳戶。



# 國立台灣大學馬來西亞校友會

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3. 支票必須由會長或署理會長聯同秘書或財政簽署方為有效。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。
4. 會長及秘書或財政可以聯同簽署一萬令吉(含)(RM10,000.00)以下之開支，理事會有權批准十萬令吉(含)(RM100,000.00)以下之開支。超過十萬令吉(RM100,000.00)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(2)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 會所管理

1. 會所管理：理事會為本會會所管理人，並有權委任三(3)名理事處理本會產業租賃、維修及相關事務。

## 第 13 條 章程詮釋

1. 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，其任期在會員大會決定。



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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，其任期在會員大會決定。
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，在六十(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。唯修改或刪除章程第 13 條之 7 及章程第 20 條之 2，需由至少三分之一(1/3)會員人數出席的會員大會，且達三分之二(2/3)以上同意通過，方為有效。

## 第 17 條 解散

1. 本會解散必須獲得五分之四(4/5)的會員簽署同意通過方為有效。
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由會員大會依本條款悉數捐給馬來西亞合法之華文教育機構。
3. 解散通知書在會員大會通過後的三十(30)天內由理事會呈報社團註冊官。

## 第 18 條 會旗、會徽



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1. 會旗  
說明:
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 資產管理委員會

1. 資產管理委員會由九(9)名成員組成，其中六(6)名由會員大會遴選出具有領導力及相關專業經驗前會長、顧問或資深會員擔任。
2. 另三(3)名由理事會推薦會長及理事擔任。
3. 會員大會遴選的委員之任期為六(6)年，半數委員每三(3)年需替換，連選得連任。
4. 任何當任遴選委員不幸逝世、辭職，或因為法律上的問題及其他因素離任者，需由來屆會員大會遴選填補，其任期至離任者剩餘任期為止。
5. 資產管理委員會依實質管理監督需求，制定結構與職責及修訂管理規章制度及權限全權管控及統籌處理本會的不動產、動產及會員大會授權的項目之營運、財務、租賃和變更等權限，唯經會員大會核准執行。
6. 運作進度及績效及重大決策轉變，需每年呈報給會員大會。
7. 有地契的不動產變賣或抵押，需由至少三分之一( $\frac{1}{3}$ )會員人數出席的會員大會，且達三分之二( $\frac{2}{3}$ )以上同意通過，方為有效。

## 第 20 條 專案委員會



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1. 理事會應業務發展之需要，可成立專案委員會，提呈準則及管理辦法，經會員大會核准後實施。

## 第 21 條 紀律

1. 任何會員若直接或間接違反本會條例，損害本會權益與聲譽的行為，理事會需秉公處理，可成立三(3)人紀律組，全權處理相關課題。
2. 經紀律組調查，提呈研判結果予理事會裁決。
3. 理事會可依章程條例將嚴重違反者暫停或撤除其會員籍。

## 第 22 條 組織

1. 會員大會：為本會最高權力機構。
2. 理事會：理事會成員為二十一(21)名，其中十四(14)名在會員大會票選選出，四(4)名委任副會長由當選會長推薦委任、經理事會超過半數投票同意後擔任，秘書及副秘書由當選會長直接委任，一(1)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. 會所管理：理事會為會所管理人，並有權委任三(3)名理事處理本會產業租賃、維修及相關事務。
6. 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 20240620 經社團註冊局審核通過\* ——



# 國立台灣大學馬來西亞校友會

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**PERSATUAN SISWAZAH-SISWAZAH UNIVERSITI KEBANGSAAN TAIWAN, MALAYSIA**

**(ALUMNI ASSOCIATION OF NATIONAL TAIWAN UNIVERSITY, MALAYSIA)**

## CLAUSE 1 NAME

1. This 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  
**4-2, Jalan Bandar Lima Belas, Pusat Bandar Puchong, 47100 Puchong, 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  
**4-2, Jalan Bandar Lima Belas, Pusat Bandar Puchong, 47100 Puchong, 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 benefit the  
members.
2. To coordinate and achieve common objectives with other registered societies.
3. To provide goodwill, unity, academy and cultural exchange among the country's  
people.



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

### **RULE 2. APPLICATION FOR MEMBERSHIP**

1. Every membership application shall fill in the prescribed form which shall be submitted together with the 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.

### **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.



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

## RULE 4. OBLIGATIONS & PRIVILEGES OF MEMBER

1. OBLIGATIONS:-
  - a. To pay entrance fees and other charges in accordance with these rules.
  - b. To abide by these rules and resolution of Annual General Meeting.
  - c. To attend the Annual General Meeting.
  - d. To protect the rights and 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/**revoke** the membership with a two-third majority vote.
2. Members who have lost their membership shall have no right 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.



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4. The member concerned is entitled to appeal at the General Meeting. The decision reached at the Annual General Meeting is deemed final.

## CLAUSE 6 SOURCE OF INCOME

1. Membership fees, donations, rental income, interest, dividends, and other sources of revenue

## 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 2 times of the Committee members, depending on 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 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 is 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 General Meeting shall elect a non-Committee Member to be the Chairman of 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 the 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 7 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 **7** 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 of at least thirty Ordinary members, in writing 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 **7** 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 21 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 three years. All committee members



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shall be entitled for re-election. However, no President shall serve for more than two consecutive terms.

- a. 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:
  - i. One President
  - ii. One Deputy President
  - iii. Two Vice-President
  - iv. One Treasurer
  - v. One Vice-Treasurer
  - vi. Eight Ordinary Committee members
- b. To appoint Vice-President, Secretary, Assistant Secretary and Ordinary Committee Members:
  - i. Four Vice Presidents:

The Vice Presidents shall be appointed by the elected President, subject to approval by a majority vote of the Committee. If no suitable candidate is available, the position shall remain vacant, with rights and voting privileges equivalent to that of elected Ordinary Committee members.

    - One Vice President from the Northern Region (Northern region outside Selangor)
    - One Vice President from the Southern Region (Southern region outside Selangor)
    - One Vice President from Sabah
    - One Vice President from Sarawak
  - ii. One Secretary, He/She will be directly appointed by the elected President, and will be entitled to all privileges as the elected Committee.
  - iii. One Assistant Secretary, He/she will be directly appointed by the elected President, and will be entitled to all privileges as the elected Committee.
  - iv. To appoint Committee Members one Ordinary Committee member. They shall be nominated by the elected President, approved by the Committee, and entitled to all privileges as the elected Committee.



# 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

(Nombor pendaftaran: **PPM-003-10-23051973**) website: [www.aantum.co](http://www.aantum.co)  
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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 Constitution. The Committee shall submit the activity report and financial report to the general meeting. After being received and approved by the general meeting, they shall be submitted them 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 Constitution. The amended Constitutions shall be approved at the general meeting and take effect from the date of the approval by the Registrar of Societies.
4. The Committee shall hold a meeting at least once every three months. Meeting notices must be sent to all committee members via message, email, or phone at least four days prior to the meeting. 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 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, text message, etc. 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 voting method 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.



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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 office bearers 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 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



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- a. 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.
- b. The ceremony of the handover is represented by three members of 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 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



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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. To be valid, a cheque must be signed by the President or Deputy President in conjunction with the Secretary or Treasurer.
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. Any resolution on external participation in relevant meetings must be reported to the Committee. Should he not follow the instructions of the Committee, the Committee has the power to terminate his appointment.
10. Liaison Offices: The Committee may establish liaison offices in different parts of the country as necessary for the development of the organization. The Vice President or the appointed liaison officer shall handle the affairs of the local office, and may, at his/her discretion, appoint the members and relevant persons in the local office to assist in the affairs of the office, or attend the Committee to report on the important affairs, and his/her term of office shall be the same as that of 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**



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1. The Association's bank savings are divided into a business account and a 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 must be signed by the President or Deputy President in conjunction with the Secretary or Treasurer. The President is the main signer. In the absence of the President, the Deputy 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 RM100,000. Any expenditure exceeding RM100,000 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**

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 CLUBHOUSE ADMINISTRATOR**

1. Clubhouse administrator: The Committee is the Association's clubhouse administrator, and has the power to appoint three Committee members to handle the Association's clubhouse lease, repair and related matters.

## **CLAUSE 13 INTERPRETATION**



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1. Should there be discrepancies in the Constitution 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.
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 an 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.



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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 THE CONSTITUTION

1. 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 alterations or amendments shall take effect from the date of the approval by the Registrar of Societies. However, amendments or deletions to Clause 19.7 and Clause 17.1 of the Constitution requires a General Meeting with at least one-third of the total members present, and approval by at least two-thirds of those present for it to be valid.

## CLAUSE 17 DISSOLUTION

1. The Association shall be dissolved by a resolution of not less than four-fifths of the members' signatures to be considered valid.
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 donated in full by the General Meeting to legally recognized Chinese educational institutions in Malaysia.
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



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## 2. Logo



### Description

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

## 3. Badge



### Description

PERSATUAN SISWAZAH-SISWAZAH UNIVERSITI KEBANGSAAN TAIWAN,  
MALAYSIA (ALUMNI ASSOCIATION OF NATIONAL TAIWAN UNIVERSITY,  
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## CLAUSE 19 ASSET MANAGEMENT COMMITTEE

1. The Asset Management Committee shall consist of nine members, six of whom shall be elected by the General Meeting from among former Presidents, advisors, or senior



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members with leadership and relevant professional experience.

2. The remaining three members shall be recommended by the Committee and appointed by the President and Committee members.
3. The term of office for committee members selected by the General Meeting shall be six years, with half of the members replaced every three years, and re-election is allowed.
4. In the event of the unfortunate death, resignation, or departure due to legal issues or other factors of any serving elected member, the vacancy shall be filled by the next General Meeting, with the term of office ending at the remaining term of the departed member.
5. The Asset Management Committee shall formulate the structure, responsibilities, and amend the management regulations and exercise full control and coordination over the operation, finance, leasing, and changes of the Association's real estate, personal property, and projects authorized by the General Meeting, subject to approval by the General Meeting.
6. The progress, performance, and significant decision changes shall be reported to the General Meeting annually.
7. The sale or mortgage of real estate with title deeds shall require a General Meeting with at least one-third of the total members present, and approval by at least two-thirds of those present for it to be valid.

## **CLAUSE 20 SPECIAL COMMITTEE**

1. The Committee may establish a Special Committee as needed for business development, and shall submit guidelines and management methods for implementation after approval by the General Meeting.

## **CLAUSE 21 DISCIPLINE**

1. Any member who directly or indirectly violates the rules of the Association, causing damage to the interests and reputation of the Association, shall be dealt with impartially by the Committee. A disciplinary committee of three (3) members may be established by the Committee to handle relevant issues with full authority.
2. Upon completion of the disciplinary committee's investigation, the findings shall be submitted to the Committee for a decision.



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3. The Committee may suspend or revoke the membership of those who seriously violate the regulations of the Constitution.

## CLAUSE 22 STRUCTURE OF ORGANIZATION

1. General Meeting:-

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

2. Committee:-

A Committee shall consist of twenty-one members, with fourteen members elected by vote at the General Meeting, four Vice Presidents appointed by the elected President, subject to approval by a majority vote of the Committee members, the Secretary and Assistant Secretary appointed directly by the elected President, and one appointed Ordinary Committee members nominated by the elected President, subject to approval by a vote of the Committee members.

3. Sub-Committee:

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

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

5. Clubhouse administrator:

The Committee is the Association's clubhouse administrator, and has the power to appoint three Committee members to deal with the Association's clubhouse lease, repair and related matters.

6. 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.

— *\*The Constitution had been approved by the office of the Registrar of Societies Malaysia (ROS) 20140620\** —