

(APPROVED BY THE REGISTRAR OF SOCIETIES ON 24TH JULY 2007)

AKADEMI PERUBATAN MALAYSIA

(Academy of Medicine of Malaysia)

I NAME AND REGISTERED PLACE OF BUSINESS

1. The name of the Society shall be **“AKADEMI PERUBATAN MALAYSIA”** (Academy of Medicine of Malaysia).
2. The registered place of business is No 19 Jalan Folly Barat, Off Jalan Ledang, 50480 Kuala Lumpur or at such other place or places as may from time to time be decided by the Council. The registered place of business of the Society shall not be changed without the prior approval of the Registrar of Societies.

II MOTTO

The motto of the Society shall be **“TERUS MAJU”**

III EMBLEM

The Malaysian Tiger and Hibiscus are national symbols. The Scroll signifies an institution of higher learning and bears the motto of the Academy. The Snake and Staff is the sign of Aesculapius signifying the art of Medicine.

IV PATRON

A suitable dignitary may be invited to be the patron of the Academy with the condition that the person so invited accepts in writing.

V AIMS AND OBJECTIVES

1. To advance the Art and Science of Medicine
2. To promote study and research into medical and scientific problems.
3. To promote and maintain the highest standards of professional practice.
4. To maintain a high code of ethical conduct amongst its members.
5. To represent, express and give effect to the views and opinions of its members.
6. To protect the interest and dignity of the Akademi Perubatan Malaysia.
7. To offer scholarships, study awards and other grants.
8. To support and finance educational activities, to enhance and improve the general health awareness, cooperation and understanding of the public.
9. The Akademi Perubatan Malaysia may construct, build, maintain, improve, alter, accept any gift, endowment or bequest, purchase, exchange, hire, lease, enter into tenancies, grant, sell, develop, manage, charge, mortgage, invest or otherwise deal with any movable or immovable properties in furtherance of the objects of the Academy and to receive, borrow, invest or lend money for any of the objects of the Academy.

10. The Akademi Perubatan Malaysia may form a company or carry out any business or enter into partnership or any arrangement for sharing profits, co-operation, joint venture or otherwise with any person, organization, firm or company carrying on or engaged in or about to carry on or engage in any business or transaction provided always that this is in furtherance of the objectives of the Academy. The name “Akademi Perubatan Malaysia” in this sub-clause shall include its Colleges and Chapters.

The income and property of the Academy shall be applied solely towards the furtherance, promotion and execution of the objectives of the Academy and no portion thereof shall be paid by way of dividend to the members, that nothing herein expressed or contained shall prevent the payment in good faith of remuneration or expenses or both to any Member, Officer or Council Member of the Academy, or other person or persons for services actually rendered by him or her to the Academy.

VI MEMBERSHIP

1. a. The membership shall be unlimited in number and will consist of the following categories:

Honorary Fellows
Fellows
Ordinary Members
Associate Members
Candidate Members
2. a. The Council of the Akademi Perubatan Malaysia (hereinafter refers to as the Council) may admit distinguished members of the medical profession, scientists or other persons as Honorary Fellows of the Academy and make provisions for their admission in such a manner as it shall from time to time think fit.
- b. Fellowship shall be open to those Ordinary Members of the Akademi Perubatan Malaysia who:
 - i) have been Ordinary Members for at least ten years and are in good standing and have contributed significantly to the advancement of the practice of medicine.
 - ii) may not have been Ordinary Members for ten years but have contributed significantly to the improvement of specialist practice in the country in the last ten years and have at least ten credited publications.

The process of elevation to Fellowship shall be decided by a Board of Censors appointed by the Council of the Academy. Fellows are entitled to use the honorific FAMM after their names.
- c. Fellowship can also be conferred on Presidents of overseas Colleges/

Societies attending the Malaysia-Singapore Congress of Medicine and this will be determined by the Council. Such Fellows need not pay any entrance fee or annual subscription and shall be entitled to all the privileges of an Ordinary Member except to vote at any general meeting and to hold office as a Council Member.

3. a. Ordinary Membership shall be open to registered medical or dental practitioners who:
 - i are certified to be specialists by the appropriate authorities
 - ii have a recognised postgraduate or higher qualification and are of good character and conduct
 - iii have been testified by three referees, two of whom must be members of the Academy and
- b. Notwithstanding Article VI (3) the Council may admit to Ordinary Membership:
 - i registered medical or dental specialists with recognized postgraduate qualifications of at least 10 years' standing, engaged in medical/dental practice provided that not more than twenty such members shall be admitted in any one financial year.
 - ii qualified members of the medical or dental profession holding higher academic or professional qualifications (eg MD, DMedSc, PhD, Board Certification) provided that they have contributed significantly to medicine.
 - iii persons without a medical qualification but engaged full time in a medical discipline, provided that such persons shall hold academic or professional qualifications equivalent to a PhD and have contributed significantly to medicine.
4. Ordinary Membership shall be by application. Application for membership shall be made in writing to the Scribe who will pass them on to the Council for approval. Applicants may be required to come for an interview. The Scribe will then circulate their names to all members and provided that not more than five dissenting votes are received within fourteen days of such notification the applicants shall be enrolled by the Scribe as Ordinary Members on payment of fees due and on signing the Academy pledge.
5. Associate Membership shall be opened to the following persons:
 - a. medical and dental practitioners who do not fulfill the Ordinary Membership criteria of the Academy
 - b. persons in allied professions involved in medical research who are able to further the interest of the Academy
 - c. delegates who register to participate in the Malaysia-Singapore Congress of Medicine, Chapters Meetings, courses, seminars, symposia, workshops, meetings and all other functions organised

by the Academy. Such delegates will be designated as temporary associate members for the duration of the Malaysia-Singapore Congress of Medicine, Chapters Meetings, courses, seminars, symposia, workshops, meetings and all other functions.

6. Candidate Membership shall be opened to registered medical or dental practitioners who are undergoing a recognised training programme or who have passed the first part of a recognised professional postgraduate diploma examination. Candidate Members may retain their membership for a period not exceeding six years.
7.
 - a. Membership shall be deemed to have been conferred only upon approval by Council and payments of all fees.
 - b. The Scribe shall keep a register of members.
8. Every person admitted to Ordinary, Associate or Candidate Membership of the Academy shall
 - a. Sign the following Pledge which shall be binding upon him.

“I hereby pledge myself as a condition of membership of the Akademi Perubatan Malaysia that I will practise my profession and conduct my life in strict accordance with the Constitution of the Academy.

I declare that I have read and agree to be bound by the Constitution and Regulations of the Academy now in force, and also to be bound by any amendments to the Constitution or any other regulations adopted from time to time by the Academy or its Council or duly delegated authority.

I declare that I will submit to any penalties including expulsion from the Academy or its Council for violation of any of the Articles of the Constitution or Regulations or of this pledge.”
 - b. Signify agreement in writing that all communications made by the Academy or its Council or any of its officers and all answers to any questionnaire made by any member of the Academy shall be absolutely privileged and shall for all purposes be deemed a privileged communication.
9. Ordinary Members are entitled to use the letters A.M. (Malaysia) – Academician of Medicine, Fellows the letters FAMM and Honorary Fellows the letters Hon FAMM. The post numerals can only be used after the relevant conferment ceremonies.

VII TERMINATION OF MEMBERSHIP AND MEMBERSHIP FEE

1.
 - a. Any member acting contrary to the good name and dignity of the Academy or inconsistent with its purposes may be expelled by the unanimous vote of the Council at a meeting specially called to consider and deal with the matter of the conduct of such a member.
 - b. Notice of such meeting and statement of the charges against him shall be given to the member, whose conduct is to be considered, and he shall be entitled to attend and show cause why he should not be expelled, or to submit an explanation of his conduct in writing, which is being considered, and reading any written statement submitted by him, or if the member shall not attend such meeting or send any written explanation of his conduct, then after considering the other materials before the council referring to the conduct of the member charged, the Council shall finally determine the question of expulsion of such member by resolution.
 - c. Annual subscriptions shall be payable on the first day of each financial year.
 - d. Any member who fails to pay his subscription for twenty four months shall be liable to have his name removed from the membership register.

2. **Membership Fee**

- 2.1. Ordinary Members shall pay an entrance fee of RM500.
- 2.2. Associate Members shall pay an entrance fee of RM500.
- 2.3. All members except Candidate Members shall pay an annual subscription of RM150. Candidate Members shall pay an annual subscription of RM100.
- 2.4. All members except Honorary Fellows may become Life Members by donating to the Academy the following sums:
 - a) RM1,000 for Members who are over 50 years old
 - b) RM2,500 for Members who are below 50 years old

An additional amount of RM500 shall be paid as entrance fee by those who apply to join the Academy and who opt for life membership immediately.

Life Members shall be exempted from payment of annual subscriptions.

- 2.5. Honorary Fellows need not pay any entrance fee or annual subscription and shall be entitled to all the privileges of an Ordinary Member except to vote at any general meeting and to hold office as a Council Member.

- 2.6 Exemptions or reductions of the annual subscriptions may be made by the Council on application by members who have retired from active practice or for reasons of hardship.
- 2.7 The Council may by a resolution passed at a Council meeting alter the entrance fees or the annual subscription payable by all or any class of members subject to the approval of the Registrar or Societies.

VIII FINANCE

1. The Bursar shall receive all funds of the Academy and all disbursements except expenditure paid from petty cash shall be made by cheques signed by the Bursar and either the Master or the Scribe. In the absence of the Bursar, the Council shall appoint one of its members to sign in his place.
2. The Bursar shall be the custodian of the funds of the Academy and shall keep the same in a bank approved by the Council. He shall render an account of the funds of the Academy at any meeting of the Council when so requested by any office bearer.
3. **Donations :** The Academy may from time to time receive donations from well-wishers either for specified project or general purposes. Such funds of the Academy may be expended for any purposes necessary for the carrying out of its objects, including the expenses to its office-bearers and paid staff and the audit of its accounts.
4. The Bursar 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 days of receipt be deposited in a bank approved by the Council. The bank account shall be in the name of the Academy.
5. The Bursar shall be authorised to incur expenditure from petty cash. Expenditure of more than the said sum shall obtain the prior approval of the Council.

The income and property of the Academy whencesoever derived shall be applied solely towards the promotion of the objects of the Academy as set forth in this Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise howsoever by way of profits to members of the Academy. Provided that nothing herein contained shall prevent the payment in good faith of remuneration to any officers or servants of the Academy or to any member of the Academy in return for any services actually rendered to it or of allowances and engaged on any business connected with or arising out of the carrying out of any of the objects of the Academy.

6. As soon as possible after the end of each financial year, a statement of receipt and payments, income and expenditure and a balance sheet for the year shall be prepared and audited by the auditor(s) appointed. The audited accounts shall be submitted for the approval of the next Annual General Meeting and

copies shall be made available at the registered office or place of meeting of the Academy for the perusal of members.

7. The accounts of the Academy shall be audited annually by a qualified accountant or firm of accountants appointed by members at each Annual General Meeting.
8. The financial year shall commence on the first day of April of each year and terminate on the 30th day of March of the following year.

IX COUNCIL AND OFFICE BEARERS

1. a The Academy shall have a Council which shall consist of:

- (1) ten elected members holding the following offices:

- i Master
- ii Deputy Master
- iii Scribe
- iv Bursar
- vi Deputy Scribe
- v 5 Ordinary Council Members

- (2) Appointed Council Members, if any

- (3) Presidents of the Colleges/Chapters as Ordinary Council Members

All the council members and officers performing executive functions must be Malaysian citizens. Only Fellows can be eligible to be elected as Council members. A Council member, whether elected or nominated, shall not hold two posts concurrently on Council.

- b The elected members of the Council shall hold office for a period of two years and retiring members shall remain in office until their successors have been appointed.

At each Annual General Meeting, five elected members of the Council shall retire.

- c The function of the Council is to organise and supervise the day-to-day activities of the Academy and to make decision on matters affecting its running within the general policy laid down by the general meeting. The Council may 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.

- d The Council shall meet at least once every three months and seven days' notice of each meeting shall be given to the members. The Master acting alone, or not less than three of the members acting together, may call for a meeting of the Council to be held at any time.
 - e At each Annual General Meeting, members shall elect the Master from amongst those elected to the Council. The Master shall hold office for a period of one year but shall be eligible for re-election.
 - f The incoming Council shall appoint at its first meeting each year, the remaining office bearers from amongst those elected to Council and such office bearers shall hold office for a period of one year, but shall be eligible for re-appointment.
 - g Any member of the Council who should fail to attend three consecutive meetings of the Council shall automatically cease to be a member of the Council unless the failure to attend is due to physical disability or to absence from Malaysia at the time of the meetings. Any member disqualified from serving on the Council under this clause shall only become eligible to serve again if elected at the next Annual General Meeting.
 - h The Council shall have power to appoint not more than two members of the Academy to serve in Council. Such appointed members shall serve for one year until the next Annual General Meeting and are eligible for re-appointment.
2. a The Scribe shall invite nominations to fill vacancies in the Council at least sixty days before the Annual General Meeting.
- The nominations shall be signed by two voting members and contain a consent to act, if elected, signed by the person nominated and shall be left with or forwarded by post to the Scribe so as to reach him at least forty two days before the Annual General Meeting to enable him to conduct a postal ballot.
- b If the number of nominations for the vacancies in the Council do not exceed the number of vacancies, the person so nominated shall be duly elected at the Annual General Meeting. If the number of nominations exceeds the vacancies, balloting lists shall be prepared containing in alphabetical order the name of the candidates nominated. This list shall be forwarded twenty one days before the Annual General Meeting to each member who shall be entitled to vote for as many candidates as there are vacancies to be filled and no more. Voting shall be by secret ballot.
 - c Any casual vacancy occurring in the Council through the death or resignation of a member or any other cause, shall be filled by the Council but any person so chosen shall retain his office so long only as the vacating member would have retained the same if no vacancy had occurred.

- d The Council may appoint any member of the Academy to be a substitute member of the Council during the temporary absence from Malaysia of any member of the Council and such substitute member shall ipso facto vacate office if and when the member whose substitute he is, returns to Malaysia or vacates office.
3. Subject to the directives of the general body, the Council shall exercise management and direction of the business affairs of the Academy and shall be responsible for carrying out its policy. It shall at all times endeavour to uphold the good name of the Academy and may exercise such other powers or discharge such duties as may from time to time be delegated to it by the general body.
 4. The Council shall be empowered to appoint such committees as it considers may from time to time be needed to carry out the objects of the Academy. The Council shall determine their terms of reference.
 5. At all meetings of the Council the Master (or in the absence of the Master, the Deputy Master) shall be the Chairman and shall be entitled to a casting vote in addition to his own.

In the unavoidable absence of the Master and the Deputy Master the Council shall appoint an Acting Chairman who shall also be entitled to a casting vote.

6. In case of leave of absence of the Master (be it for reasons of professional duties, vacation or illness) for a period exceeding fourteen (14) days, the Deputy Master shall automatically act as Master and continue the functions, responsibilities and activities of the Council of the Academy.
7. The quorum at meetings of the Council shall be half the total number of Council Members. At least 14 days' notice of Council meeting shall be given to its members.
8. Minutes shall be kept of all meetings of the Council
9. The Council shall employ Executive Secretaries and such staff as may be required to assist the Scribe in the running of the Academy.
10. The Council may from time to time sponsor Congresses, conferences and seminars in the furtherance of the aims and objectives of the Academy.
11. a. A Board of Trustees of the Academy consisting four (4) trustees, two each from the College of Physicians and the College of Surgeons (they being the donors of the land to the Academy) shall be elected at either an Annual General Meeting or at an Extraordinary General Meeting (an Annual General Meeting or an Extraordinary General Meeting is hereinafter referred to as "a General Meeting") from amongst the voting members of the Academy and shall hold office at the pleasure of the Academy.

- b. A Trustee may be removed from office by resolution passed by a two thirds majority of members in a General Meeting. In the event of the death, resignation or removal of a Trustee such vacancy shall be filled by a new Trustee appointed in a General Meeting.
 - c. All immovable properties of the Academy shall be vested in the Trustees in trust for the members for the time being of the Academy.
 - d. The Trustees shall deal with all immovable properties vested in them in accordance with the directions of the Council or of members in a General Meeting save and except that in respect of matters relating to the development, purchase, sale, lease (tenancies not exceeding three years excepted) or charge of any immovable property of the Academy, the Trustees shall act in accordance with the directions of the members in a General Meeting.
12. The Council members, members of the Colleges/Chapters, members of all sub-committees appointed and other officers for the time being in relation to any of the affairs of the Academy and its Colleges/Chapters (hereinafter collectively referred to as “Officers”) and the Trustees of the Academy shall in addition to any indemnity given to them by law be indemnified to the extent of the assets of the Academy from and against all suits, actions, proceedings, costs, charges, losses, damages and expenses which they or any of them shall or may incur or sustain by reason of any act done or omitted in or about the execution of their duties in their respective offices or trust except such (if any) as they shall incur or sustain by or through their own gross negligence or wilful act or wilful omission. No such Officers or Trustees shall be answerable for:
- a. any act, omission or negligence of any other Officer or Trustee or
 - b. the solvency or honesty of any bankers or other persons with whom any of the effects belonging to the Academy may be lodged or deposited for safe custody or
 - c. the insufficiency or deficiency of any surety upon which monies of the Academy or its Colleges/Chapters shall be invested or
 - d. any loss or damage due to any such cause as aforesaid or which may happen in or about the execution of his office or trust unless the same shall happen through the wilful act or wilful omission or gross negligence of such Officers or Trustees.

X COLLEGES/CHAPTERS

1. The Council may at its discretion create or establish Colleges/Chapters in any of the medical specialties. The Colleges/Chapters thus created will establish regulations pertaining to each of the specialties. All such regulations and rules shall be subject to the approval of the Council.
2. Each College/Chapter shall be responsible for the academic activities related to the specialties of its members, provided always that all commercial or business ventures shall be subject to the approval of the Council of the Akademi Perubatan Malaysia.

3. Members of each College/Chapter shall meet as soon as possible before the Annual General Meeting of the Academy to elect the Executive Committee consisting of a minimum of:
 - a. A President
 - b. A Vice President
 - c. A Secretary
 - d. A Treasurer
 - e. Three Committee Members
4. Each College/Chapter shall submit a report and an audited statement of accounts to the Council six weeks before the annual general meeting in order that it may be included in the annual report and statement of accounts of the Academy.
5. For a specialty already under an existing College/Chapter, the application for formation of a new College/Chapter will require the approval of the parent College/Chapter.
6. No member of the Academy can be a member of more than one College/Chapter at any one time.

XI MEETINGS

1. A meeting of members shall be held whenever required either to discuss common problems or to have academic discourse or to have social gathering or for any other purpose consistent with this Constitution. Notice of all meetings shall be given by the Scribe, provided that non receipt of any such notice shall not invalidate the proceedings of any such meeting nor render void any vote of the members properly taken in connection therewith.
2. The business at each Annual General Meeting held within 5 months after the closing of the financial year shall include:
 - a. Minutes of the last Annual General Meeting.
 - b. The annual report of Council.
 - c. The presentation of the audited accounts of the Academy.
 - d. The declaration of election of new Council members.
 - e. The election of the Master.
 - f. The appointment of auditors
 - g. Amendments to the Constitution, if any
 - h. Other business notice of which shall be given in writing to the Scribe at least twenty eight (28) days prior to such meetings.
3. An Extraordinary General Meeting may be summoned at any time by the Scribe on a resolution of the Council or on a written requisition signed by thirty (30) voting members.

Fourteen (14) days notice of such meeting shall be given by the Scribe and such notice shall state the reason for such meeting and the full text of any proposed resolution.

Any requisition made by members of Council or members of the Academy shall express the object of the meeting proposed to be called and shall be sent to the Scribe at the registered office. Upon the receipt of such requisition the Council shall forthwith proceed to convene general meeting and if they do not proceed to convene the EGM within twenty days of receipt of the requisition, the same members themselves may convene such a meeting.

4. At all General Meetings the Master (or in the absence of the Master, the Deputy Master) shall be the Chairman and shall be entitled to a casting vote in addition to his own. In the unavoidable absence of the Master and the Deputy Master the members present shall appoint an Acting Chairman who shall be entitled to a casting vote.
5. The Scribe shall send to all members at least twenty-one days before the Annual General Meeting an agenda including copies of minutes and reports, motions and nominations for the election of officers, together with the audited accounts of the Academy for the previous year. Copies of the documents will also be made available at the registered office or place of meeting of the Academy for the perusal of members.
6. The quorum at all General Meetings shall be half the voting members or twice the number of Council members whichever is less.
7. Minutes shall be kept of all General Meetings of the Academy.
8. No business shall be transacted at any meeting unless a quorum is present at the commencement of such business.
9. If within half an hour from the time appointed for a General Meeting a quorum is not present, the meeting if convened upon the requisition of the members of the Council or members of the Academy shall be dissolved.

In any other case it shall stand adjourned to a date not less than fourteen days but not more than twenty-eight days later and if at such adjourned meeting a quorum is not present those members entitled to vote who are present shall constitute a quorum.
10. The Chairman may, with the consent of the meeting, adjourn any meeting from time to time and from place to place, but no business shall be transmitted at any adjourned meeting other than the business left unfinished at the meeting which the adjournment took place.
11. Every Fellow or Ordinary Member shall have one vote and no more. All votes shall be given personally. In the case of equal votes whether on a show of hands or on a poll, the chairman of the meeting at which the show of hands takes place or at which the poll is demanded shall be entitled to a second casting vote.

XII AMENDMENTS

Amendments to this Constitution shall be proposed and seconded by two ordinary members and shall be presented to the Council at least forty (40) days before the Extraordinary General Meeting or Annual General Meeting. Council shall then circulate the full text of the proposed amendments to members twenty-one (21) days before the Extraordinary General Meeting or Annual General Meeting. Such amendments to become effective must be passed by a majority of two-thirds of the members present at the Extraordinary General Meeting or Annual General Meeting, provided that no amendments to this Constitution shall become effective without the prior sanction of the Registrar of Societies. Any amendments shall be forwarded to the Registrar of Societies within 28 days after being passed by the general meeting.

XIII DISSOLUTION

1. The Academy shall not be dissolved except with the consent of not less than three-fifth of its total voting members expressed either in person at a General Meeting or by postal vote.
2. Any proposal for dissolution shall be made by the Council and the Scribe shall give three months notice of such proposal.
3. In the event of the Academy being dissolved as provided for above, all debts and liabilities legally incurred on behalf of the Academy shall be discharged and the remaining funds and properties shall be disposed of to such institutes of medical learning in Malaysia as the Council thinks fit.
4. The notice of dissolution shall be forwarded to the Registrar of Societies within 14 days of such decision.

BYELAWS

1. The Annual General Meeting of the Colleges/Chapters shall be held before 30th June of each year.
2. Each College/Chapter shall administer its own financial reserves notwithstanding that all assets of the Colleges/Chapters shall be in the name of the Akademi Perubatan Malaysia.
3. Each College/Chapter may form such sections, divisions or boards as it may deem necessary for the purpose of carrying out its activities.
4. Each College/Chapter shall draw up its own bye-laws in line with the constitution of the Academy subject to the approval of the Academy Council.
5. The Academy shall receive all the annual subscriptions. Thirty percent of the monies received from members of each College/Chapter shall be apportionated to the respective Colleges/Chapters.
6. In all financial activities, the profit or loss shall be shared equally between the Academy and the Colleges/Chapters.
7. The President of each College/Chapter shall ipso factor be a nominated member of Council of the Academy and has full voting rights. In the absence of the President, the Vice President shall represent the College/Chapter at Council meetings.

DATUK DR YEOH POH HONG
MASTER

PROF VICTOR LIM
SCRIBE