

REVISED RULES as of 26 June 2021  
MALAYSIAN BRANCH of the ROYAL ASIATIC SOCIETY  
PERSATUAN ASIA DIRAJA BAHAGIAN MALAYSIA

- Rule 1 The name of the Society shall be “The Malaysian Branch of the Royal Asiatic Society”, Persatuan Asia DiRaja, Bahagian Malaysia”. Its place of business shall be 4-B, 2nd Floor, Jalan Kemuja, Bangsar, 59000 Kuala Lumpur, or such other places as may from time to time be decided by the Council.
- Rule 2 The principal activities of the Society shall cover the territories of Malaysia, the Republic of Singapore and Brunei.
- Rule 3 The objects of the Society shall be the increase and diffusion of knowledge concerning the territories enumerated in Rule 2, including the publication of a Journal devoted to this end.
- Rule 4 In pursuance of these objects, the Council shall be empowered to raise funds for the use of the Society.
- Rule 5 On the recommendation of the Council, and with the approval of a majority of those present at a General Meeting, the President may invite not more than three Distinguished Persons to be Patrons of the Society.

Membership

- Rule 6 “Members shall be one of the followings kinds:  
(a) Honorary Members under Rule 11.  
(b) Ordinary Members under Rule 7 being persons who support the object of the Society.  
(d) Institutional Members being institutions in Malaysia, Singapore, Brunei and Overseas.

A MEMBER

- Rule 7 “Applications for election as a Member shall be made in a form to be provided for such purpose”. Such form shall be signed by the applicant and by his proposer and seconder, who must be either an Ordinary or Life Member of the Society, the name, address (both residence and office), occupation and designation of office (if any) shall be stated in the application form. This shall be sent to the Honorary Secretary or the Society who shall submit it to the Council for its approval. The Council shall have the right to refuse applications for membership.
- Rule 8 Ordinary Members resident in Malaysia, Singapore and Brunei on election by the Council shall pay an Annual Subscription as follows:

Those resident in Malaysia: RM90  
Those resident in Singapore: S\$50  
Those resident in Brunei: B\$50

and thereafter shall pay this sum in advance on the first of January each year. Members who have failed to pay their subscriptions by the thirtieth day of June in each year shall be suspended from membership and shall receive no benefits from the Society until their subscriptions shall have been paid. In default of payment for two years, a member shall be deemed to have resigned from membership. A former member may rejoin by making an application under Rule 7 to the Honorary

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Secretary and on re-election by the Council shall pay a subscription of RM90, S\$50 or B\$50 (according to their place of residence) and shall receive the benefits of the Society for that year.

Rule 9 Annual Subscriptions payable by members other than Ordinary Members shall be as follows:

Institutional Members:

Those resident in Malaysia: RM150

Those resident in Singapore: S\$80

Those resident in Brunei: B\$80

Rule 10 "Institutional Members will not be eligible to hold Office or to vote at any General Meeting".

Rule 11 Distinguished persons who have rendered notable service to the Society or to scholarship in the region in which the Society operates may, on the recommendation of the Council, be elected Honorary Members by a majority present at a General Meeting of the Society. Honorary Members shall pay no subscription, but shall receive free the Society's publications and all other privileged of Ordinary Members, save that of voting at meetings or being eligible for office.

Officers

Rule 12 The Officers of the Society shall be elected for one year at the Annual General Meeting, and shall hold office until successors are elected. Permanent vacancies occurring during the year shall be filled by a vote of the majority of the officers in Council.

Rule 13 The Office bearers of the Society shall be

- (a) A President
- (b) Seven (7) Vice-Presidents shall be elected as follows:
  - (i) Three members resident in Peninsular Malaysia (i.e. the State of Malaya);
  - (ii) One member resident in each of the states or territories of Negara Brunei Darussalam and the Republic of Singapore
  - (iii) One member resident in Sabah;
  - (iv) One member resident in Sarawak;
- (c) Councillors, not exceeding seven in number
- (d) An Honorary Secretary
- (e) An Honorary Treasurer and
- (f) An Honorary Assistant Secretary

Rule 14 The duties of the Office Bearers shall be as follows:

- (a) The President shall, during his term of office, preside at all General Meetings and at all meetings of the Council, and shall be responsible for the proper conduct of all such meetings. He shall sign the Minutes of each meeting at the time they are approved.
- (b) One of the Vice-Presidents shall deputize of the President during the latter's absence.

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- (c) The Honorary Secretary shall conduct the business of the Society in accordance with its rules, and shall carry out the instructions of the General Meeting and of the Council. He shall be responsible for conducting all correspondence and keeping all books, documents and papers, except the Accounts and financial records. He shall attend all meetings and record the proceedings. He shall also keep a membership register containing particulars of name, date of birth, I/C number, address and occupation and date of admission of members (in the case of Institutional Members, only the name and address will be recorded). The Honorary Secretary may hold a petty cash advance not exceeding one thousand ringgit (RM1,000/-) or such other sum as the Council may from time to time authorize or fix.
- (d) The Assistant Honorary Secretary shall assist the Honorary Secretary in carrying out his duties and shall act for him in his absence.
- (e) The Honorary Treasurer shall be responsible for the finances of the Society. He shall keep a Subscription Book and books of accounts of all its financial transactions, and shall be responsible for their correctness. He shall deposit all money in a Bank approved by the Council, within seven days of its receipt. The Bank Account shall be in the name of the Society. All cheques on behalf of the Society drawn on any of the Society's bank accounts may be signed by such person or persons as may be authorized by the Council from time to time.

Rule 15 Any two offices may be held concurrently if the Council shall deem this to be in the general interest of the Society. In the temporary absence of the Honorary Treasurer the Honorary Secretary shall act for him. In the absence of both these officers, the Honorary Assistant Secretary, or a member, appointed by the Council, shall act for them.

Council

Rule 16 The Council shall consist of the officers for the current year.  
Its duties and powers shall be:

- (a) General: To administer the affairs, property and trust of the Society and to accept or decline donations on its behalf
- (b) By-laws: To make an enforce by-laws not contrary to these rules for the proper conduct of the affairs of the Society. Every such by-law shall be published in the Society's Journal.
- (c) Honorary Editor: To appoint a member of the Council to edit the Journal on its behalf, and to advise him upon the selection of material. In the event that no member of the Council is available to undertake the Honorary Editorship, the Council shall have power to appoint a member to fill this post. The name of the Honorary Editor shall be printed with the list of the Council for the year at the beginning of each part of the Journal. The appointment of Honorary Editor shall continue until such time as the holder resigns, or the Council shall consider it advisable to make a new appointment.
- (d) "Subject to the special provisions in Rule 11, to approve applications for Membership of the Society".
- (e) To approve all expenditure of the Society.
- (f) To present to the Annual General Meeting at the end of their term of office a report of the proceedings and an audited statement of accounts of the Society, prepared by the Honorary Secretary and Honorary Treasurer.

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- Rule 17 Four officers shall form a quorum of the council. A member holding more than one office shall be entitled to only one vote on each resolution, except in the case of an equality of votes, when the Chairman shall have a casting vote in addition to his own. At least 14 days' notice in writing of any Council Meeting shall be given to members of the Council by the Honorary Secretary.

GENERAL MEETING

- Rule 18 At least 21 days' notice in writing of General Meeting which shall include the Audited Accounts for the previous year, in the case of the Annual General Meeting, shall be given to Ordinary and Life Members known to be resident in Malaysia, the Republic of Singapore and Brunei. Fifteen Ordinary and/or Life Member shall be a quorum at any such meeting.

- Rule 19 The Annual General Meeting shall be held before the end of June in each year, at such time and place as the Council may decide, for the following purposes:
- (i) To receive the annual report and pass the audited statement of accounts for the preceding year.
  - (ii) To elect the Officers of the Society comprised in Rule 13.
  - (iii) To appoint an auditor for the ensuing year.
  - (iv) To transact any other business of which seven clear days' notice shall have been given in writing to the Honorary Secretary.

- Rule 20 Nominations

20.1 Subject to Rule 20A a person who has been a member for not less than three (3) years and is not in arrears of his subscription may be nominated for any of the offices in Rule 14 by delivering to the Secretary or leaving at the office of the Society not later than the 30th day of April his nomination in a form

- (a) specifying the office for which he seeks election;
  - (b) indicating his consent to serve the Council and Society when elected;
  - (c) which is proposed and seconded by a member who is not in arrears of subscription;
- and
- (d) signed by him, the proposer and seconder.

20.2 For the office of Vice-Presidents under Rule 14(b) the member nominated should be ordinarily resident in or connected the respective state or territory in respect of which he offers himself for election.

20.3 No member may be nominated for more than one office in a single nomination form.

- Rule 20A Election

20A.1 Where no more than the required number is nominated for any particular office, such nominee shall be deemed elected to such office.

21A.2 Where more than the required number is nominated to a particular office, the election shall be by secret ballot which shall be held for each contested office.

- Rule 20B Scrutineers

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Before the commencement of the elections at any annual general meeting two members, who are not candidates for any office, shall be elected or appointed, by the meeting, as scrutineers who shall count and tally the votes cast.

- Rule 20C Declaration of Results  
The President, or in his absence the Chairman of the meeting shall declare elected in the case of  
(a) The President, Honorary Secretary, Honorary Treasurer and Honorary Assistant Secretary, the candidate who polled the highest number of votes; and  
(b) Vice-Presidents and Councillors, the candidates who polled the highest number of votes required to be elected under Rule 13.
- Rule 20D Finality  
The decision of the annual general meeting shall be final and binding on all members on any dispute that may arise as to the conduct or result of the election to any office at that general meeting.
- Rule 21 The Council may summon a General meeting at any time by giving 21 days' notice to Members. It shall so summon a General Meeting within 30 days upon the receipt by the Honorary Secretary of a written requisition signed by 10 Ordinary and/or Life Members desiring to submit a specified resolution to such a meeting.
- Rule 22 In the case of an equality of votes at any General Meeting, the Chairman shall be entitled to a casting vote in addition to his own.

JOURNAL

- Rule 23 The Journal shall be published at least twice each year, and more often if suitable material is available and the financial condition of the Society permits.
- Rule 24 Every member shall be entitled to one copy each issue of the Journal, which shall be sent free by post. Copies may be presented by the Council to other societies or distinguished individuals. The remaining copies be sold at such prices as the Council shall from time to time determine. A special reduced price shall be fixed by the Council for members, but no member may buy more than one copy of a particular issue in the course of one year.
- Rule 25 Twenty-five off-prints of each paper published in the Journal shall be made available to the Author.

DISSOLUTION

- Rule 26 (a) The Society shall not be dissolved except with the consent of not less than three-fifths of the Life and/or Ordinary Members, expressed in person, or by proxy, or by postal vote, at a General Meeting convened for the purpose.  
(b) In the event of the Society being dissolved under Rule 26(a), all debts and liabilities legally incurred by the Society shall be discharged, and the remaining funds and/or assets shall be donated to such society with similar activities and objects as the majority of Members at a General Meeting, on recommendation of the Council, shall determine.

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- (c) Notice of the dissolutions shall be forwarded to the Registrar of Societies within 7 days from the date of the dissolution.

AMENDMENTS TO THE RULES

- Rule 27 Amendments to these Rules shall be proposed by the Council or on the written request of not less than ten ordinary or life members. The Council may determine whether such proposal shall be submitted to a General Meeting duly summoned for that purpose or to the next Annual General Meeting. A statement or summary of the proposed amendment or amendments shall be included on the notice sent to Members under Rule 18 or 21. If approved the amendment or amendments shall come into force on a date resolved by the meeting, provided that prior sanction has been obtained from the Registrar(s) of Societies.

Affiliation Privileges of Members

Members when temporarily resident in the United Kingdom are entitled to use the Library and attend the meetings of the Royal Asiatic Society of Great Britain and Ireland at 14 Stephenson Way, London NW1 2HD, England.