

Proposal for Amendment to the IMM Constitution

(1) Name of Proposer

Honorary Secretary

(2) Supported / Recommended by:

Taskforce on Amendments of IMM Constitution

(3) Date

9th Jan 2023

(4) Objective of Proposal

- To table the amendment of the IMM Constitution at the 4th Council Meeting.
- To table the amendment of the IMM Constitution at the AGM 2023.

(5) Justification for Proposal

- There are inconsistencies in some clauses and editorial corrections of the current IMM Constitution.
- Elements of virtual meetings, hybrid meetings, and online banking shall be added to the IMM Constitution.
- Detailed justification for each clause is listed in **Appendix 1**.

(6) Item for Approval

To approve the amendments to the IMM Constitution as listed in **Appendix 1**.

(7) Other Relevant Details:

NIL

List of amendments on clause referencing

SECTION III: OBJECTIVES

Current content	Amendment
<p>3.1 The objectives of the IMM shall include the following:</p> <p>a) to encourage education in Materials Science, Technology, and Engineering.</p>	<p>3.1 The objectives of the IMM shall include the following:</p> <p>a) to encourage education in Materials Science, Technology, and Engineering.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction.
<p>b) to promote research and development in the fields of Materials Science, Technology, and Engineering.</p>	<p>b) to promote research and development in the fields of Materials Science, Technology, and Engineering.</p> <p><i>Justification:</i></p> <p>Editorial correction.</p>
<p>c) to encourage collaboration between the industrial sectors, research institutes and universities.</p>	<p>c) to encourage collaboration between the industrial sectors, research institutes, and universities, institution of higher learning, government agencies and professional bodies.</p> <p>d) to develop and promote the competency certification of Technical and Vocational Education and Training (TVET).</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • A lot of activities are related to TVET.
<p>e) to set up wholly-owned subsidiary companies registered under the Companies Act to undertake activities for the IMM and to operate business and investment activities beneficial to the IMM. Such companies shall be managed by a Board of Directors appointed by the Management Committee in accordance to IMM Constitution Section XIV.</p>	<p>e) f) to set up wholly-owned subsidiary companies registered under the Companies Act to undertake activities for the IMM and to operate business and investment activities beneficial to the IMM. Such companies shall be managed by a Board of Directors appointed by the Management Committee in accordance with IMM Constitution Section XIV.</p> <p><i>Justification:</i></p> <p>Editorial correction.</p>

SECTION IV: DEFINITION

Current content	Amendment
<p>4.1 Definition of Materials Science and Engineering:-</p> <p>Materials Science and Engineering shall include Metallurgy, Polymer Technology, Ceramics Technology, Welding Technology, Concrete Technology, Wood Technology and Advanced Materials Technology.</p>	<p>4.1 Definition of Materials, Technology Science and Engineering: (- delete)</p> <p>Materials Science, Technology and Engineering shall include the following but are not limited to Metallurgy, Polymer Technology, Ceramics Technology, Welding Technology, Concrete Technology, Wood Technology, and Advanced Materials Technology.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The material field changes rapidly and there is always something new.

SECTION V: MEMBERSHIP~~S~~

Current content	Amendment
<p>5.1 General Constitution on Memberships:-</p> <p>5.1.1 The Council shall establish a Memberships Committee which will be responsible for review of applications for transfer of membership grades. The Memberships Committee shall recommend transfers for Council approval at Council Meetings. All grades of memberships are awarded at the discretion of the Council and may be withheld or withdrawn in the event of conduct likely to prejudice the standing of the Institute Every member shall receive a membership certificate.</p>	<p>5.1 General Constitution on Membershipss: (- delete)</p> <p>5.1.1 The Council shall establish a Membershipss Committee which will be responsible for the review of applications, for transfer of membership grades. The Membershipss Committee shall recommend transfers for Council approval at Council Meetings. All grades of membershipss are awarded at the discretion of the Council and may be withheld or withdrawn in the event of conduct likely to prejudice the standing of the Institute. Every member shall receive a membership certificate.</p> <p><i>Justification:</i></p> <p>Editorial correction.</p>
<p>5.1.2 The Memberships Committee shall be responsible for drafting the "Regulations Governing Admission and Transfer of Member Grades" for Council approval. These regulations may be changed from time to time subject to Council approval.</p>	<p>5.1.2 The Membershipss Committee shall be responsible for drafting the "Regulations Governing Admission and Transfer of Member Grades" for Council approval. These regulations may be changed from time to time subject to Council approval.</p> <p><i>Justification:</i></p> <p>Editorial correction.</p>

Current content	Amendment
<p>5.1.4 Each company on admission shall be entitled to nominate one representative to exercise all rights of membership. Only representatives of Company membership, Fellows (F.I.M.M.). Professional Members (M.I.M.M.) and Ordinary members shall have the right to vote and to hold office in IMM.</p>	<p>5.1.4 Each company on admission shall be entitled to nominate one representative to exercise all rights of membership. Only representatives of Company membership, Honorary Fellow Member (Hon. F.I.M.M.), Fellow Member (F.I.M.M), Professional Members (M.I.M.M.) and Ordinary Members shall have the right to vote and to hold office in IMM.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2 Grades 5.2.1 Honorary Fellow (Hon. F.I.M.M)</p> <p>The Council shall have the power to elect Honorary Fellows who shall be persons of eminence in science or industry related to Materials Science and Engineering. The election shall be based on a majority vote within the Council. Honorary Fellows shall enjoy such privileges as may from time to time be determined by the Council.</p>	<p>5.2 Membership Grades 5.2.1 Honorary Fellow Member (Hon. F.I.M.M)</p> <p>The Council shall have the power to elect Honorary Fellows member who shall be a person of eminence in science or industry related to Materials Science, Technology and Engineering. The election shall be based on a two-thirds majority vote of the Council's meeting attendees. Honorary Fellow member shall enjoy such privileges as may from time to time be determined by the Council.</p> <p><i>Justification:</i> Definition of majority vote is given.</p>
<p>5.2.2 Fellow (F.I.M.M)</p> <p>A person at least 35 years of age with approved academic qualifications, training and 8 years relevant responsible experience who has made significant contributions to the science and practice of profession of Materials Science and Engineering or has given distinguished service to industry or education.</p>	<p>5.2.2 Fellow Member (F.I.M.M)</p> <p>A person at least thirty-five (35) years of age with approved academic qualifications, training, and eight (8) years of relevant experience in responsible capacity, who has made significant contributions to the science and practice of the profession of Materials Science, Tehcnology and Engineering or has given distinguished service to industry or education.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2.3 Professional Member (M.I.M.M)</p> <p>A person at least 25 years of age. with</p>	<p>5.2.3 Professional Member (M.I.M.M)</p> <p>A person at least twenty-five (25) years of</p>

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<p>approved academic qualifications and training, having at least 3 years responsible experience in Materials Science and Engineering, or</p> <p>A person at least 40 years of age, with at least 15 years of experience with practical responsibility, as demonstrated by thesis/dissertation or report and interview.</p>	<p>age. With approved academic qualifications and training, having at least three (3) years of relevant experience in responsible capacity in Materials Science, Technology and Engineering, or</p> <p>A person at least forty (40) years of age, with at least fifteen (15) years of experience with practical responsibility, as demonstrated by thesis/dissertation or report and interview.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2.4 Associate Member (A.M.I.M.M)</p> <p>A person at least 25 years of age, who possesses an interest in Materials Science and Engineering but have not acquired the necessary experience or obtained the qualification', governing entry to Professional or Fellow Member grade. An Associate Member, on obtaining the necessary qualifications, may apply for transfer to Professional or Fellow Member grade.</p>	<p>5.2.4 Associate Member (A.M.I.M.M)</p> <p>A person at least twenty-five (25) years of age, who possesses an interest in Materials Science, Technology, and Engineering but has not acquired the necessary experience or obtained the qualification (' delete), governing entry to Professional or Fellow Member grade. An Associate Member, on obtaining the necessary qualifications, may apply for transfer to Professional or Fellow Member grade.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2.5 Company Member</p> <p>Any company that is involved or has interest in Materials Science and Engineering will be qualified to join as a company member.</p>	<p>5.2.5 Company Member</p> <p>Any company that is involved or has an interest in Materials Science, Technology, and Engineering will be qualified to join as a company member.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2.6 Ordinary Member</p> <p>A person above the age of 18 years engaged in activities related to research, development and, applications in Materials Science and Engineering shall qualify for Ordinary Membership. Only Ordinary Members who meet the necessary</p>	<p>5.2.6 Ordinary Member</p> <p>A person above the age of eighteen (18) years engaged in activities related to research, development, and (, delete) applications in Materials Science, Technology, and Engineering shall qualify for Ordinary Membership. Only Ordinary</p>

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<p>minimum requirements may apply for transfer to membership grades of Professional or Fellow Member and may use the abbreviated titles upon transfer.</p>	<p>Members who meet the necessary minimum requirements may apply for transfer to membership grade of Professional or Fellow Member and may use the abbreviated titles upon transfer.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2.7 Student Member</p> <p>A student member shall be a person not under 17 years of age who at the time of application satisfies the Council that he has received a good general education and is studying subjects related to Materials Science or Engineering A student member shall transfer to the grade of Ordinary Member after graduation provided he or she is suitably qualified and as soon as he or she is earning a full-time salary A Student shall not become member of the IMM without the prior approval of the Vice-Chancellor or Head of Department of the university or relevant authority concerned.</p>	<p>5.2.7 Student Member</p> <p>A student member shall be a person not under seventeen (17) years of age who at the time of application satisfies the Council that he is studying subjects related to Materials Science, Technology or Engineering. A student member shall transfer to the grade of Ordinary Member after graduation provided that he is suitably qualified. A Student shall not become a member of the IMM without the prior approval of the Vice-Chancellor or Head of Department of the university or relevant authority concerned.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • “He” represents both genders (from law/legal terms) • The statement “as soon as he or she is earning a full-time salary” is removed to make it simple. <p>Society Act 1966 Membership of minors</p> <p>22. (1) The rules of a registered society may provide for the admission of a person under twenty-one years of age as a member or subscriber.</p> <p>(2) Any such member or subscriber may, if he is over sixteen years of age, by himself and if he is under that age by his parent or guardian, execute all instruments and give all acquittances necessary to be executed or given under the rules, but shall not be a member of</p>

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	the committee, or a trustee, secretary, manager or treasurer of the registered society.
5.3 Admission, Election and Transfer	5.3 Admission, Election, and Transfer <i>Justification:</i> Editorial correction.
5.3.1 Applications Admission and election to membership of the Institute and transfer in grade of membership therein shall be effected through voluntary application from persons qualified under the Constitution for such membership. A Certificate of Membership will be issued to every member.	5.3.1 Applications Admission and election to membership of the Institute and transfer in a grade of membership therein shall be effected through voluntary application from persons qualified under the Constitution for such membership. No person can hold two grades of membership at any one time. A Certificate of Membership will be issued to every member. <i>Justification:</i> Editorial correction.
5.3.2 Honorary Fellow An Honorary Fellow shall be elected by the unanimous vote of a meeting of the Council at which not less than two thirds of the members of the Council are present.	5.3.2 Honorary Fellow Member An Honorary Fellow Member shall be elected during by the unanimous vote of a meeting of the Council at which not less than two-thirds majority vote of the Council's meeting attendees. <i>Justification:</i> Editorial correction.
5.3.3 Fellow Every proposal for transfer of a Member to the grade of Fellow Member shall be according to such form as the Council may prescribe. This proposal form, having been subscribed by two Fellow Members (F.I.M.M.) and delivered, duly completed, to the Honorary Secretary, shall be submitted to the Council, who, subject to conditions herein before set forth, may, if they think fit, approve the proposed transfer.	5.3.3 Fellow Member Every proposal for transfer of a Member to the grade of Fellow Member shall be according to such form as the Council may prescribe. This proposal form, having been subscribed by two Fellow Members (F.I.M.M.) and delivered, duly completed, to the Honorary Secretary, shall be submitted to the Council, who, subject to conditions herein before set forth, may, if they think fit, approve the proposed transfer. <i>Justification:</i> Editorial correction.

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<p>5.3.4 Professional Members and Associates</p> <p>Any person desirous of being elected to a Professional or Associate Member shall be proposed and seconded according to such form as the Council may prescribe. The proposal form shall be signed by one Fellow (F.I.M.M.) and one Professional Member (M.I.M.M.). The proposer and seconder shall certify from personal knowledge of the candidate that he is a fit and proper person for consideration of the Council for membership in the Institute.</p>	<p>5.3.4 Professional Members and Associates s Member</p> <p>Any person desirous of being elected to a Professional Member or Associate Member shall be proposed and seconded according to such form as the Council may prescribe. The proposal form shall be signed by one Fellow Member (F.I.M.M.) and one Professional Member (M.I.M.M.). The proposer and seconder shall certify from personal knowledge of the candidate that he is a fit and proper person for consideration of the Council for membership in the Institute.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.3.5 Ordinary & Students</p> <p>Each candidate for admission to the grade of Ordinary, or for transfer from Student to Ordinary, shall have his application form signed by a Professional Member (M.I.M.M.). Each candidate for admission to the grade of Student shall have his application form certified by a Professional Member (M.I.M.M.) or by his employer or by a Head of Department of a teaching Institution who shall certify that the candidate is receiving or has received the required education and training. No person who is eligible for admission to the grade of Ordinary Member shall be admitted to the grade Student or remain in the grade of Student.</p>	<p>5.3.5 Ordinary Member & Students s Member</p> <p>Each candidate for admission to the grade of Ordinary, or for transfer from Student to Ordinary, shall have his application form signed by a Fellow Member (F.I.M.M.) or Professional Member (M.I.M.M.). Each candidate for admission to the grade of Student Member shall have his application form certified by a Fellow Member (F.I.M.M.) or Professional Member (M.I.M.M.) or by his employer or by a Head of Department of a teaching Institution who shall certify that the candidate is receiving or has received the required education and training. No person who is eligible for admission to the grade of Ordinary Member shall be admitted to or remained in to the grade of Student Member.</p> <p><i>Justification:</i> Editorial correction.</p>

SECTION VI: MANAGEMENT

Current content	Amendment
6.1 Council	6.1 Council

Current content	Amendment
6.1.2 The number of the members of the Council shall be thirty (30) persons.	6.1.2 The number of the members of the Council shall be thirty (30) persons. <i>Justification:</i> Editorial correction.
6.1.6 The Council shall be responsible for negotiating and signing all documents with the nominated Contractor awarded the Contract to operate the Secretariat of the IMM which will run all activities of the IMM.	6.1.6 The Council shall be responsible for negotiating and signing all documents with the nominated Contractor awarded the Contract to operate the Secretariat of the IMM which will run all activities of the IMM. To delete this clause <i>Justification:</i> IMM need to take over the Secretariat itself for a better maintenance membership.
6.2 Officers of the Council 6.2.1 The Members of the Council, who shall be chosen from amongst IMM Members shall consist of the following: a) The President b) Deputy President c) Immediate Past President d) Honorary Secretary e) Honorary Treasurer f) 25 Ordinary Council Members The posts of President, Deputy President, Honorary Secretary and Honorary Treasurer shall be held by Malaysian citizens who must be IMM Fellow Member (F.I.M.M.) or Professional Member (M.I.M.M.) grades only. In the event of any of the four positions falling vacant, the position shall be filled by a simple majority vote within the council members.	6.2 Officers of the Council 6.2.1 The Members of the Council, who shall be chosen from amongst IMM Members shall consist of the following: a) The President b) Deputy President c) Immediate Past President d) Honorary Secretary e) Honorary Treasurer f) Twenty-five (25) Ordinary Council Members The posts of President, Deputy President, Honorary Secretary, and Honorary Treasurer shall be held by Malaysian citizens who must be IMM Honorary Fellow Member (Hon.F.I.M.M.) , IMM Fellow Member (F.I.M.M.) or Professional Member (M.I.M.M.) grades only. In the event of any of the four positions falling vacant, the position shall be filled by a simple majority vote of the Council's meeting attendees. <i>Justification:</i> Editorial correction.
6.2.2.1 The post of President for the first Council term shall be elected from amongst corporate members of the IMM. The first President shall hold office for two	6.2.2.1 The post of President for the first Council term shall be elected from amongst Fellow Members and Professional Members of the IMM. The first President

Current content	Amendment
<p>consecutives terms. The post of President for subsequent terms shall not be filled by elections. The Deputy President shall automatically fill the post of the President once the terms completed. The term of office for the President shall be two consecutive terms.</p>	<p>shall hold office for two (2) consecutive terms. The post of President for subsequent term shall be filled by elections within the Council during the penultimate Council Meeting prior to the Annual General Meeting. The Deputy President shall automatically fill the post of the President once the term/terms is/are completed. The term of office for the President shall not be more than two (2) consecutive terms.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • There is no definition of a corporate member in the IMM Constitution. • Replace corporate members with Fellow Members and Professional Members.
<p>6.2.2.2 The posts of Deputy President, Honorary Secretary and Honorary Treasurer for the first Council term shall be elected from amongst corporate members of the IMM. The first Deputy President, Honorary Secretary and Honorary Treasurer shall hold office for two consecutive terms. The post of Deputy President, Honorary Secretary -and Honorary Treasurer for subsequent terms shall be filled by elections within the Council during the penultimate Council Meeting prior to the Annual General Meeting. The office-bearers for these three posts can be re-elected for more than two consecutive terms.</p>	<p>6.2.2.2 The posts of Deputy President, Honorary Secretary and Honorary Treasurer for the first Council term shall be elected from amongst Fellow Members and Professional Members of the IMM. The first Deputy President, Honorary Secretary, and Honorary Treasurer shall hold office for two (2) consecutive terms. The post of Deputy President, Honorary Secretary, (- delete) and Honorary Treasurer for subsequent terms shall be filled by elections within the Council from amongst Honorary Fellow Members, Fellow Members and Professional Members of the IMM during the penultimate Council Meeting prior to the Annual General Meeting . The office-bearers for these three (3) posts can be re-elected for more than two (2) consecutive terms.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction • There is no definition of a corporate member of the IMM Constitution. Replace corporate members with Fellow Members and Professional Members.

Current content	Amendment
<p>6.2.2.3 The posts for ten (10) Ordinary Council Members shall be filled by elections held during the Annual General Meeting. The balance fifteen (15) Ordinary Council Members shall be co-opted by the Council within the first six (6) months after the Annual General Meeting with the objective of ensuring that other disciplines of Materials Science and Engineering will be represented within the Council. Ordinary Council Members shall hold office for one term and may be re-elected for not more than three consecutive terms.</p>	<p>6.2.2.3 The posts for ten (10) Ordinary Council Members shall be filled by elections held during the Annual General Meeting. The balance of fifteen (15) Ordinary Council Members shall be co-opted by the Council within the first six (6) months after the Annual General Meeting with the objective of ensuring that other disciplines of Materials Science, Technology, and Engineering will be represented within the Council. Every attempt shall be made to ensure a fair composition of different technical specialties of Materials Science, Technology, and Engineering; organizations, and regions. Not more than three Council Members shall be from the same technical speciality or same organization. Ordinary Council Members shall hold office for one (1) term and may be re-elected for not more than three (3) consecutive terms.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The fair composition of different technical speciality of materials science, technology, and engineering; organizations; and regions among the Council members has been practiced over years. This good practice shall be clearly stated in the IMM Constitution.
<p>6.2.3 A Council Member can also hold the post of Chairman of working committees of the IMM, while holding the post of an ordinary Council Member or a Principal post.</p>	<p>6.2.3 A Council Member can also hold the post of Chairman of working committees of the IMM (, delete) while holding the post of an ordinary Council Member or an Office-Bearer post.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The Principal post is not defined in IMM Constitution. • To replace Principal post with Office-Bearer post.
<p>6.3 Duties of the Council 6.3.3 The fiscal year for the IMM shall be</p>	<p>6.3 Duties of the Council 6.3.3 The fiscal year for the IMM shall be</p>

Current content	Amendment
<p>from January 1 to December 31. An annual budget of estimated incomes and expenditures shall be adopted by the Council not later than 1st November each year.</p>	<p>from January 1st to December 31st. An annual budget of estimated incomes and expenditures shall be adopted by the Council not later than 1st November December each year.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • More time for the Council to adopt the annual budget of estimate incomes and expenditures.
<p>6.3.4 The Council shall table an Annual Report at the Annual General Meeting. The Annual Report shall include the President's Message, the reports of the Honorary Secretary for the preceding session and of the Honorary Treasurer for the preceding fiscal year, and such other information as may be deemed appropriate by the Council.</p>	<p>6.3.4 The Council shall table an Annual Report at the Annual General Meeting. The Annual Report shall include the President's Message, the reports of the Honorary Secretary for the preceding session and (of – delete) the Honorary Treasurer for the preceding fiscal year, and such other information as may be deemed appropriate by the Council.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>6.4 Duties of the President, Deputy President and Immediate Past President 6.4.2 The Deputy President shall act for the President in his absence. He shall succeed the President in the event of the latter's office falling vacant. He shall also be the Chairman of the Memberships Committee.</p>	<p>6.4 Duties of the President, Deputy President, and Immediate Past President 6.4.2 The Deputy President shall act for the President in his absence. He shall succeed the President in the event of the latter's office falling vacant. He shall also be the Chairman of the Memberships Committee.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>6.5 Duties of the Honorary Secretary 6.5.1 The Honorary Secretary shall serve as the Secretary of the Council. He/She shall attend the Annual General Meeting and Extraordinary General Meetings of the IMM and meetings of the Council and cause to be prepared agenda therefore and record the proceedings thereat.</p>	<p>6.5 Duties of the Honorary Secretary 6.5.1 The Honorary Secretary shall serve as the Secretary of the Council. He/She shall attend the Annual General Meeting and Extraordinary General Meetings of the IMM and meetings of the Council and cause to be prepared agenda therefore and record the proceedings thereat.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>6.5.2 He/She shall prepare the Annual Report of the IMM on activities of the IMM</p>	<p>6.5.2 He/She shall prepare the Annual Report of the IMM on activities of the IMM</p>

Current content	Amendment
in consultation with the different working committees and circulate it to all members of the IMM together with the Notice of the Annual General Meeting.	in consultation with the different working committees and circulate it to all members of the IMM together with the Notice of the Annual General Meeting. <i>Justification:</i> Editorial correction.
6.5.3 He/She shall supervise the work of all employees of the IMM and shall conduct and maintain full records of the IMM, including the Membership Register.	6.5.3 He/ She shall supervise the work of all employees of the IMM and shall conduct and maintain full records of the IMM, including the Membership Register. <i>Justification:</i> Editorial correction.
6.6 Duties of the Honorary Treasurer 6.6.1 The Honorary Treasurer shall be responsible for the collection of all monies due to the IMM and for the transfer of such monies to the appropriate bank accounts of the IMM which have been approved by the Council. The bank accounts will be in the name of the IMM. He may hold petty cash not exceeding RM500.00 at any one time. All money in excess of this sum shall within 7 days of receipt be deposited in the IMM Account.	6.6 Duties of the Honorary Treasurer 6.6.1 The Honorary Treasurer shall be responsible for the collection of all monies due to the IMM and for the transfer of such monies to the appropriate bank accounts of the IMM which have been approved by the Council. The bank accounts will be in the name of the IMM. He may hold petty cash not exceeding RM1000.00 at any one time. All money in excess of this sum shall within seven (7) days of receipt be deposited in the IMM Account. <i>Justification:</i> <ul style="list-style-type: none"> • Editorial correction. • With the annual revenue of IMM has been more than RM500K, for ease of operation, it is more appropriate to increase the petty cash from RM500 to RM1000.
6.6.3 On the recommendation of the Council, the Honorary Treasurer shall invest on Securities, funds not needed for current disbursements; purchase any property, movable or immovable, sell, mortgage, lease, exchange or otherwise dispose of any such property.	6.6.3 On the recommendation of the Council, the Honorary Treasurer shall invest on in Securities, funds not needed for current disbursements; purchase any property, movable or immovable, sell, mortgage, lease, exchange, or otherwise dispose of any such property. <i>Justification:</i> Editorial correction.
6.6.4 He shall present annually to the Council a Balance Sheet of the IMM's	6.6.4 He shall present annually to the Council a Balance Sheet of the IMM's

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<p>account, as of 31st December and shall furnish from time to time such other financial statements as may be required of him. Such financial statement of account as of 31st December shall be circulated to all members before the Annual General Meeting.</p>	<p>account, as of 31st December, and shall furnish from time to time such other financial statements as may be required of him. Such financial statement of account as of 31st December shall be circulated to all members before the Annual General Meeting.</p> <p><i>Justification:</i> Editorial correction.</p>

SECTION VII: SUBSCRIPTIONS

Current content	Amendment
<p>7.1 The following entrance fees, processing fees, transfer fees and annual subscriptions shall be payable by members upon registration and acceptance.</p>	<p>7.1 The following entrance fees, processing fees, transfer fees, and annual subscriptions shall be payable by members upon registration and acceptance.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>7.1.2 ORDINARY MEMBER</p> <p>Entrance Fee : RM20.00 Processing Fee: - Transfer Fee : - Annual Subscription : RM40.00</p>	<p>7.1.2 ORDINARY MEMBER</p> <p>Entrance Fee : RM20.00 Processing Fee: - Transfer Fee : - Annual Subscription : RM50.00</p> <p><i>Justification:</i> The annual subscription fee for ordinary at RM40 has been implemented for more than 20 years. It is time to increase the fee from RM40 to RM50 to cover the escalating membership application and processing cost.</p>
<p>7.3 Arrears and Penalties</p> <p>7.3.1 Any member whose subscription is more than three months in arrears shall be so notified by the Honorary Secretary. A member whose subscription becomes six months in arrears shall lose the right to vote and to receive publications normally furnished without special charge to members in good standing.</p>	<p>7.3 Arrears and Penalties</p> <p>Any member whose subscription is twenty-four (24) months in arrears shall automatically cease to be a member.</p> <p>A member whose subscription becomes two (2) months in arrears shall lose the right to vote and to receive publications normally furnished without special charge to members in good standing.</p>

Current content	Amendment
	<p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • Any member whose subscription is more than three months in arrears has been notified by the Honorary Secretary multiple times. However, most of the time, the member is not reachable (due to a change of email address, postal address or office number, or mobile number) or has no response from the member. • To have a more efficient way to keep the record of the active members, IMM should update the Membership record where any member whose subscription is twenty-four (24) months in arrears shall automatically cease to be a member. • A member whose subscription becomes two (2) months instead of six (6) months in arrears shall lose the right to vote. This is to ensure, members who attend the annual general meeting (normally in March each year) are active members with right to vote.
<p>7.3.2 The Honorary Secretary shall mail a final notice by registered post to the last known address of any member whose subscription becomes nine months in arrears. Any member whose subscription become twelve months in arrears shall be reported to the Council who shall have the power to expel the defaulter from the Institute by deleting his name from the Register, provided, however, that the Council for cause deemed by it to be sufficient, may extend the time for payment of arrears of subscriptions and for the application of these penalties.</p>	<p>7.3.2 The Honorary Secretary shall mail a final notice by registered post to the last known address of any member whose subscription becomes nine months in arrears. Any member whose subscription becomes twenty-four (24) months in arrears shall be reported to the Council for cease of the membership.</p> <p>who shall have the power to expel the defaulter from the Institute by deleting his name from the Register, provided, however, that the Council for cause deemed by it to be sufficient, may extend the time for payment of arrears of subscriptions and for the application of these penalties.</p> <p>The Council may, on written request, waive the subscription fee of a member who is travelling abroad for a period of twelve</p>

Current content	Amendment
	<p>months or more for any purpose.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The practicality of this statement – “The Honorary Secretary shall mail a final notice by registered post to the last known address of any member whose subscription becomes nine months in arrears.” Is low. • Most of the time, the member is not reachable by registered post (due to a change of email address, postal address or office number, or mobile number) or has no response from the member. • To have a more efficient way to keep the record of the active members, IMM should update the Membership record where any member whose subscription is twenty-four (24) months in arrears shall automatically cease to be a member.
<p>7.3.3 In the case of any Council Member whose earning capacity has been adversely affected by ill-health, or otherwise, the Council may, at their discretion, exempt the annual subscription which are due from such an individual.</p>	<p>7.3.3 In the case of any Council Member whose earning capacity has been adversely affected by ill-health, or otherwise, the Council may, at their discretion, exempt the annual subscription which are is due from such an individual.</p> <p><i>Justification:</i> Editorial correction.</p>

SECTION VIII: ELECTION PROCEDURE

Current content	Amendment
<p>8.1 Not less than six weeks before the date of the Annual General Meeting, nominations for posts in the Council for the ensuing session shall be invited from Corporate Members. All nominations shall be submitted to the Honorary Secretary with the written consent of the person so nominated, by a date to be fixed by the Council.</p>	<p>8.1 Not less than six (6) weeks before the date of the Annual General Meeting, nominations for posts in the Council for the ensuing session shall be invited from Fellow and Professional Members. All nominations shall be submitted to the Honorary Secretary with the written consent of the person so nominated, by a date to be fixed by the Council.</p> <p><i>Justification:</i></p>

Current content	Amendment
	<ul style="list-style-type: none"> • Editorial correction. • There is no definition of a corporate member in the IMM Constitution. • Replace corporate members with Fellow Members and Professional Members.
<p>8.3 At a Council Meeting of the IMM preceding the Annual General Meeting, the Council shall choose three or more Council Members as Scrutineers for the purpose of counting votes during the elections. One of the Scrutineers shall be appointed the Returning Officer by the Council. The Scrutineers shall check all nomination forms to confirm the list of nominated candidates.</p>	<p>8.3 At a Council Meeting of the IMM preceding the Annual General Meeting, the Council shall choose three or more Council Members as Scrutineers for the purpose of counting votes during the elections. One of the Scrutineers shall be appointed the as the Returning Officer by the Council. The Scrutineers shall check all nomination forms to confirm the list of nominated candidates.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>8.4 All nominated candidates shall identify their field of speciality. Every attempt shall be made to ensure a fair composition of the different fields under Materials within the Council.</p>	<p>8.4 All nominated candidates shall identify their technical speciality of Materials Science, Technology, and Engineering. Every attempt shall be made to ensure a fair composition of the different fields under Materials Science, Technology, and Engineering within the Council.</p> <p><i>Justification:</i> Definition of “speciality” is given specifically to “technical speciality of materials science, technology, and engineering”.</p>
<p>8.5 Voting shall be by show of hands. Only members with voting rights will be allowed to vote. Each member shall be allowed to vote more than once.</p>	<p>8.5 Voting shall be by show of hands or by secret ballots. Only members with voting rights will be allowed to vote. Each member shall be allowed to vote not more than ten (10). In case of an equality of votes, the Chairman shall, whether voting is by a show of hands or by secret ballots, have a second or casting vote in addition to the vote to which he is entitled as a member.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • For virtual and hybrid meetings, it is practically difficult to impose voting shall be by show of hands. Voting can be by secret ballot for physical, virtual, or hybrid meetings.

Current content	Amendment
	<ul style="list-style-type: none"> Chairman shall have the second vote in the case of equality of votes.
8.6 One term of office for each Council Member shall not be more than two years.	<p>8.6 One term of office for each Council Member shall not be more than two (2) years.</p> <p><i>Justification:</i> Editorial correction.</p>

SECTION IX: MEETINGS

Current content	Amendment
9.2 Subject to the provisions of the Constitution, the Meetings of the IMM shall be conducted as prescribed by the Council from time to time	<p>9.2 Subject to the provisions of the Constitution, the Meetings of the IMM shall be conducted as prescribed by the Council from time to time. Meetings shall be in the format of physical, virtual, or hybrid. Virtual and hybrid meetings will be conducted using Remote Participation and Voting facilities.</p> <p><i>Justification:</i> For post Covid pandemic, most of meetings of IMM have been carried out usin virtual or hybrid format. Hence, remote participation and voting facilities shall be adapted.</p>
9.3 The quorum for an Annual General Meeting or Extraordinary General Meeting shall be half of the voting member register or one third more the number of Council Members whichever is the lower. The quorum for a Council Meeting shall be not less than one third of the number of Council Members.	<p>9.3 The quorum for an Annual General Meeting or Extraordinary General Meeting shall be half of the voting member register or one-third more than the number of Council Members whichever is the lower. The quorum for a Council Meeting shall be not less than one-third of the number of Council Members.</p> <p><i>Justification:</i> Editorial correction.</p>
9.4 The accidental omission to send notice of a meeting to, or the non-receipt of a notice by, any Member shall not invalidate the proceedings at the meeting.	<p>9.4 The accidental omission to send notice of a meeting to, or the non-receipt of a notice by, any member shall not invalidate the proceedings at the meeting.</p> <p><i>Justification:</i> Editorial correction.</p>
9.5 Annual General Meeting	9.5 Annual General Meeting

Current content	Amendment
<p>9.5.1 The Annual General Meeting of the IMM shall be held not later than the end of March of each year on a date and at such time and place as the Council may determine.</p> <p>The notice for the Annual General Meeting together with the audited annual accounts for the previous year shall be circulated to the general membership at least four weeks before the Annual General Meeting.</p>	<p>9.5.1 The Annual General Meeting of the IMM shall be held not later than the end of March of each year on a date and at such time and place as the Council may determine.</p> <p>The notice for the Annual General Meeting together with the audited annual accounts for the previous year shall be circulated to the general membership at least four (4) weeks before the Annual General Meeting.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>9.5.2 In the event of a quorum not being present within thirty minutes of the hour fixed for the commencement of the Annual General Meeting, the meeting shall stand adjourned to the same place and the same day and hour in the following week, when the Members present, whatever number, shall have the power to proceed with the business of the day but they shall not have the power to alter the Constitution of the Institute, or make decisions affecting the whole Membership.</p>	<p>9.5.2 In the event of a quorum not being present within thirty (30) minutes of the hour fixed for the commencement of the Annual General Meeting, the meeting shall stand adjourned to the same place and the same day and at sixty (60) minutes of the hour fixed for the commencement of the Annual General Meeting, when the members present, whatever number, shall have the power to proceed with the business of the day but they shall not have the power to alter the Constitution of the Institute (, delete) or make decisions affecting the whole membership.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. <p>It is more practical and cost-saving to the members, in the event of a quorum not being present within thirty (30) minutes of the hour fixed for the commencement of the Annual General Meeting, the meeting shall stand adjourned to the same place and the same day and at sixty (60) minutes of the hour fixed for the commencement of the Annual General Meeting instead of the the same day and hour in the following week.</p>
<p>9.5.3 The business of the Annual General Meeting shall include the presentation of the President's Address, the Report of Council of the activities of the past year</p>	<p>9.5.3 The business of the Annual General Meeting shall include the presentation of the President's Address, the Report of Council of the activities of the past year and</p>

Current content	Amendment
<p>and the audited financial statements of accounts, the declaration of the results of the ballots for the election of Officers of the IMM, the election of the internal auditors, the appointment of external auditors, the installation of the President and the consideration of any other business as provided for in these Constitution.</p>	<p>the audited financial statements of accounts, the declaration of the results of the ballots for the election of Officers of the IMM, the election of the internal auditors (-delete) and the appointment of external auditors, the installation of the President, and the consideration of any other business as provided for in these Constitution, and consideration of any other business of which notice in writing has been given to the Honorary Secretary by a member at least fourteen (14) days before the meeting.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The dateline for submission of resolution and motion is set to at least 14 days before the meeting to facilitate the Secretariat.
<p>9.6 Extraordinary General Meeting</p> <p>9.6.1 Any twenty voting members may at any time call an Extraordinary General Meeting of members for a specific purpose or whenever the Council deems it necessary. An Extraordinary General Meeting requisitioned by members shall be convened for a date within thirty days of the receipt of such requisition.</p>	<p>9.6 Extraordinary General Meeting</p> <p>9.6.1 Any twenty (20) voting members may at any time call an Extraordinary General Meeting of members for a specific purpose or whenever the Council deems it necessary. An Extraordinary General Meeting requisitioned by members shall be convened for a date within thirty sixty (60) days of the receipt of such requisition.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • An Extraordinary General Meeting requisitioned by members shall be convened for a date within sixty (60) days (instead of thirty days) of the receipt of such requisition. If 30 days is followed and excluding the twenty-one days notice to the members, the Council has only 9 days to prepare for an Extraordinary General Meeting. It is more practical Extraordinary General Meeting requisitioned by members shall be convened for a date within sixty (60) days because the Council members are

Current content	Amendment
	volunteers with full-time job commitment.
<p>9.6.2 The notice for the Extraordinary General Meeting shall be circulated to the Members at least twenty-one days before such meeting. Such notice shall specify the general nature of the matters to be brought before and the resolutions (if any) to be moved at such meeting and none other than that business shall be transacted at the meeting.</p>	<p>9.6.2 The notice for the Extraordinary General Meeting shall be circulated to the Mmembers at least twenty-one (21) days before such meeting. Such notice shall specify the general nature of the matters to be brought before and the resolutions (if any) to be moved at such meeting and none other than that business shall be transacted at the meeting.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>9.6.3 Clause 9.5.2 of this Constitution regarding the postponement of an Annual General Meeting shall apply also to an Extraordinary General Meeting, but with the proviso that if no quorum is present after half an hour from the time appointed for a postponed Extraordinary General Meeting, 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.</p>	<p>9.6.3 Clause 9.5.2 of this Constitution regarding the postponement of an Annual General Meeting shall apply also to an Extraordinary General Meeting, but with the proviso that if no quorum is present after half an hour from the time appointed for a postponed Extraordinary General Meeting, 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 (6) months from the date thereof.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>9.6.4 In the event of the Council deeming it desirable that the votes of Members of the IMM not present at any Extraordinary General Meeting be taken into account by means of voting papers, notice of the Extraordinary General Meetings in question containing particulars of the Resolutions to be submitted to the meeting, shall be posted by the Honorary Secretary of the IMM together with the voting paper to each voting Member of the IMM. at least twenty-one days before the date of the Extraordinary General Meeting, in an envelope marked as being from the IMM and addressed to each Member for the time being appearing on the books of the IMM.</p>	<p>9.6.4 In the event of the Council deeming it desirable that the votes of Members of the IMM not present at any Extraordinary General Meeting be taken into account by means of voting papers, notice of the Extraordinary General Meetings in question containing particulars of the Resolutions to be submitted to the meeting, shall be posted by the Honorary Secretary of the IMM together with the voting paper to each voting Member of the IMM. at least twenty-one days before the date of the Extraordinary General Meeting, in an envelope marked as being from the IMM and addressed to each Member for the time being appearing on the books of the IMM.</p>

Current content	Amendment
	<p>To delete this clause</p> <p><i>Justification:</i> Proxy voting shall not be required for virtual or hybrid meeting. Remote participation and voting facilities will be adapted.</p>
<p>9.6.5 The Honorary Secretary shall also send in such envelope indication of the last date by which the voting paper be received back by the Honorary Secretary, and an envelope addressed to the Honorary Secretary for the return of the said voting paper.</p>	<p>9.6.5 The Honorary Secretary shall also send in such envelope indication of the last date by which the voting paper be received back by the Honorary Secretary, and an envelope addressed to the Honorary Secretary for the return of the said voting paper.</p> <p>To delete this clause</p> <p><i>Justification:</i> Proxy voting shall not be required for virtual or hybrid meeting. Remote participation and voting facilities will be adapted.</p>
<p>9.6.6 The Member on receipt of his voting paper and is unable to be present to vote at the Extraordinary General Meeting, shall record his vote and return the voting paper through the post to the Honorary Secretary.</p>	<p>9.6.6 The Member on receipt of his voting paper and is unable to be present to vote at the Extraordinary General Meeting, shall record his vote and return the voting paper through the post to the Honorary Secretary.</p> <p>To delete this clause</p> <p><i>Justification:</i> Proxy voting shall not be required for virtual or hybrid meeting. Remote participation and voting facilities will be adapted.</p>
<p>9.6.7 Each voting paper so received by the Honorary Secretary shall, three days before the date of the Extraordinary General Meeting, be handed by him to the Chairman of the Meeting, and the vote given thereby shall be duly counted at the Meeting by or under the direction of the Chairman together with the votes cast by the Members entitled to vote at such meeting. The decision of the Chairman upon any question as to the right to vote or the</p>	<p>9.6.7 Each voting paper so received by the Honorary Secretary shall, three days before the date of the Extraordinary General Meeting, be handed by him to the Chairman of the Meeting, and the vote given thereby shall be duly counted at the Meeting by or under the direction of the Chairman together with the votes cast by the Members entitled to vote at such meeting. The decision of the Chairman upon any question as to the right to vote or the</p>

Current content	Amendment
<p>manner of voting or the recording or counting of votes shall be final.</p>	<p>manner of voting or the recording or counting of votes shall be final.</p> <p>To delete this clause</p> <p><i>Justification:</i> Proxy voting shall not be required for virtual or hybrid meeting. Remote participation and voting facilities will be adapted.</p>
<p>9.6.8 No Resolutions other than the Resolutions as circulated for the purpose of a postal vote and no amendment or variation of any such Resolution shall be proposed or voted upon at the meeting.</p>	<p>9.6.8 No Resolutions other than the Resolutions as circulated for the purpose of a postal vote and no amendment or variation of any such Resolution shall be proposed or voted upon at the meeting.</p> <p><i>Justification:</i> Proxy voting shall not be required for virtual or hybrid meeting. Remote participation and voting facilities will be adapted.</p>
<p>9.7 Council Meeting</p> <p>The Council shall meet at least once every 3 months and 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 Council to be held at any time. At least one third of the Council members must be present for its proceedings to be valid and to constitute a quorum.</p>	<p>9.7 Council Meeting</p> <p>The Council shall meet at least once every three (3) months and fourteen (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 Council to be held at any time. At least one-third of the Council Members must be present for its proceedings to be valid and to constitute a quorum.</p> <p><i>Justification:</i> Editorial correction.</p>

SECTION X: AMENDMENTS

Current content	Amendment
<p>10.1 The Constitution of IMM can be amended only at the Annual General Meeting or at an Extraordinary General Meeting hereinafter referred to as General Meetings. Amendment of the Constitution can be proposed by the Council or by not</p>	<p>10.1 The Constitution of IMM can be amended only at the Annual General Meeting or at an Extraordinary General Meeting hereinafter referred to as General Meetings. Amendment of the Constitution can be proposed by the Council or by not</p>

Current content	Amendment
<p>less than twenty voting members signing a written petition to the Honorary Secretary. Petitions for a proposed amendment shall be presented to the Honorary Secretary not less than fourteen days in advance of the date of the General Meeting. A proposed amendment in accordance with the intent of the petition shall be drafted by the Honorary Secretary and sent by letter to all Members of IMM at least seven days in advance of the General Meeting, at which the proposed amendments shall be tabled.</p>	<p>less than twenty (20) voting members signing a written petition to the Honorary Secretary. Petitions for a proposed amendment shall be presented to the Honorary Secretary not less than fourteen (14) days in advance of the date of the General Meeting. A proposed amendment in accordance with the intent of the petition shall be drafted by the Honorary Secretary and sent by letter to all members of IMM at least seven (7) days in advance of the General Meeting, at which the proposed amendments shall be tabled.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>10.2 The proposed amendment as drafted by the Honorary Secretary shall be tabled for discussion at the General Meeting and it may be amended in any manner pertinent to the petitions by a majority vote at the said Meeting.</p>	<p>10.2 The proposed amendment as drafted by the Honorary Secretary shall be tabled for discussion at the General Meeting and it may be amended in any manner pertinent to the petitions by a two-thirds majority vote at the said Meeting.</p> <p><i>Justification:</i> Definition of majority vote is given.</p>
<p>10.3 After discussion of a proposed amendment at any General Meeting of the Institute, if the meeting shall so decide by a majority vote, it may refer the proposed amendment to a committee for further consideration, and report at the next General Meeting.</p>	<p>10.3 After discussion of a proposed amendment at any General Meeting of the Institute, if the meeting shall so decide by a two-thirds majority vote, it may refer the proposed amendment to a committee for further consideration, and report at the next General Meeting.</p> <p><i>Justification:</i> Definition of majority vote is given.</p>
<p>10.4 For the adoption of any amendment to the Constitution, not less than two thirds of the valid ballots cast shall be in the affirmative. An amendment which has been adopted shall be submitted to the Registrar of Societies within 28 days and shall become effective upon the approval of the Registrar of Societies.</p>	<p>10.4 For the adoption of any amendment to the Constitution, not less than two-thirds of the valid ballots cast shall be in the affirmative. An amendment which that has been adopted shall be submitted to the Registrar of Societies within 28 sixty (60) days and shall become effective upon the approval of the Registrar of Societies.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction.

Current content	Amendment
	<ul style="list-style-type: none"> To be consistent with the Societies Act 1966 (Incorporating all amendments up to 1 January 2006). <p>Change of name, place of business and rules of society</p> <p>11. (1) No registered society shall -</p> <p>(a) change its name or place of business; or</p> <p>(b) amend its rules,</p> <p>without the prior approval of the Registrar, and an application for any such change, or amendment of its rules shall be made to the Registrar within <u>sixty days</u> from the date of the decision to make the change or the amendment.</p>

SECTION XI: AUDIT

Current content	Amendment
<p>11.1 One or more persons, who shall not be office-bearers of the Institute, shall be appointed by the Annual General Meeting as Internal Auditors. They shall hold office for one year only and shall not be re-appointed.</p>	<p>11.1-One or more persons, More than one member, who shall not be office-bearers the Council Members of the Institute, shall be appointed elected by the Annual General Meeting as Internal Auditors. They shall hold office for one year only and shall not be re-appointed elected.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> There shall be more than one internal auditors to be appointed. The Council shall approve the financial statements before tabling them to the members during the AGM. To avoid conflict of interest, Council members shall not be appointed as internal auditors.
<p>11.2 The Internal Auditor/Auditors shall be required to audit the accounts of the Institute for the year, and to prepare a report or certificate for the annual general meeting. He/They may also be required by the President to audit the accounts of the Institute for any period within their tenure of office at any date, and to make a report to the Management Committee.</p>	<p>11.2 The Internal Auditor/Auditors shall be required to audit the accounts of the Institute for the year, and to prepare a report or certificate for the Annual General Meeting. He/They may also be required by the President to audit the accounts of the Institute for any period within their tenure of office at any date (, delete) and to make a report to the Management Committee.</p>

	<p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • There shall be more than one internal auditors to be appointed.
11.3 An external auditor shall be appointed by the Council upon recommendations from the Management Committee on a year-to-year basis. The external auditor shall prepare and submit the annual accounts to the relevant authorities.	<p>11.3 An external auditor shall be appointed elected by the members during Annual General Meeting. Council upon recommendations from the Management Committee on a year-to-year basis. The external auditor shall prepare and submit the annual accounts to the relevant authorities Council.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • The clause must be consistent with clause 9.5.3. • The internal and external auditor shall be elected during Annual General Meeting.

SECTION XII: PROHIBITIONS

Current content	Amendment
12.2 The Institute shall not hold any lottery, whether confined to its members or not, in the name of the Institute or its office bearers, committee or member.	<p>12.2 The Institute shall not hold any lottery, whether confined to its members or not, in the name of the Institute or its office bearers, committee, or member.</p> <p><i>Justification:</i> Editorial correction.</p>

SECTION XIII: DISSOLUTION

Current content	Amendment
13.3 Notice of dissolution shall be forwarded to the Registrar of Societies within 14 days of its dissolution.	<p>13.3 Notice of dissolution shall be forwarded to the Registrar of Societies within fourteen (14) days of its dissolution.</p> <p><i>Justification:</i> Editorial correction.</p>

SECTION XIV: MANAGEMENT COMMITTEE

Current content	Amendment
14.1 The financial assets of the Institute of Materials, Malaysia (IMM) shall be managed by a Management Committee in accordance to IMM Constitution Section XI.	<p>14.1 The financial assets of the Institute of Materials, Malaysia (IMM) shall be managed by a Management Committee in accordance to with IMM Constitution Section XI.</p>

	<p><i>Justification:</i> Editorial correction.</p>
14.4 Quorum for Management Committee meetings shall be 3 out of 5.	<p>14.4 The quorum for Management Committee meetings shall be three (3) out of five (5).</p> <p><i>Justification:</i> Editorial correction.</p>
14.6 The Management Committee shall oversee the set-up of wholly-owned subsidiary companies registered under the Companies Act to undertake activities for the IMM or to operate business activities beneficial to the IMM, as allowed for in the IMM Constitution clause number 3.1 (e), 6.3.1 & 6.6.3. Such companies shall be managed by a Board of Directors appointed by the Management Committee. All profits and proceeds obtained through involvement in business and investment activities of the IMM shall be for the purpose of development, growth, and achieving the objectives of the IMM and none of the profits and monies gained shall be used to pay benefits or bonus to any individual member. However, this provision shall not prohibit any payment made for the good cause, to pay salaries, benefits, and expenditures to any working/active members, workers, and staff of the IMM.	<p>14.6 The Management Committee shall oversee the set-up of wholly-owned subsidiary companies registered under the Companies Act to undertake activities for the IMM or to operate business activities beneficial to the IMM, as allowed for in the IMM Constitution clause number 3.1 (f), 6.3.1 & 6.6.3. Such companies shall be managed by a Board of Directors appointed by the Management Committee. All profits and proceeds obtained through involvement in business and investment activities of the IMM shall be for the purpose of development, growth, and achieving the objectives of the IMM and none of the profits and monies gained shall be used to pay benefits or bonus to any individual member. However, this provision shall not prohibit any payment made for the good cause, to pay salaries, benefits, and expenditures to any working/active members, workers, and staff of the IMM.</p>
14.7 The Chairman, and in his absence, the Deputy Chairman shall preside at each meeting. In the absence of both, either one of the remaining 3 committee members shall preside over the meeting, based on mutual consent.	<p>14.7 The Chairman, and in his absence, the Deputy Chairman shall preside at each meeting. In the absence of both, either one of the remaining three (3) committee members shall preside over the meeting, based on mutual consent.</p> <p><i>Justification:</i> Editorial correction.</p>
14.9 The Board of Directors shall provide monthly report to the Management Committee for review.	<p>14.9 The Board of Directors shall provide a monthly report to the Management Committee for review.</p> <p><i>Justification:</i> Editorial correction.</p>

<p>14.10 The shares of the IMM shall be held in trust by a Board of Trustees appointed by the Management Committee. A Trust Deed shall be drawn up between the IMM and the Board of Trustees.</p>	<p>14.10 The shares of the IMM shall be held in trust by a Board of Trustees appointed by the Management Committee. The Honorary Secretary or Honorary Treasurer shall not be appointed as a member of the Board of Trustees. A Trust Deed or the Roles and Responsibility of the Board of Trustees shall be drawn up between the IMM and the Board of Trustees.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> To be consistent with the Societies Act 1966 (Incorporating all amendments up to 1 January 2006). <p>Appointment of trustees</p> <p>25. (1) Every registered society shall have one or more trustees.</p> <p>(2) No person shall be appointed a trustee of a registered society if he holds the office of <u>the secretary or the treasurer</u> of that registered society.</p> <ul style="list-style-type: none"> A Trust Deed or the Roles and Responsibility of the Board of Trustees (instead of only a Trust Deed) shall be drawn up between the IMM and the Board of Trustees.
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SECTION XV: CHEQUE AUTHORISATION

Current content	Amendment
<p>15.1 Cheque Authorisations</p> <p>The authorized cheque signatories shall be the President, the Deputy President, the Honorary Treasurer, and the Honorary Secretary.</p> <p>Authority limits shall be as follows:</p> <p>15.1.1 Less than RM10.000.00 per cheque; Jointly by any two of the four authorized signatories.</p>	<p>15.1 Cheque Authorisations</p> <p>The authorized cheque signatories shall be the President, the Deputy President, the Honorary Treasurer, and the Honorary Secretary.</p> <p>Authority limits shall be as follows:</p> <p>15.1.1 All cheques (up to RM10.000.00 per cheque) on the bank account of the Institute shall, unless and until otherwise from time to time resolved by the Council, be signed by the Honorary Treasurer. The second signatory shall be the President or</p>

	<p>the Deputy President or the Honorary Secretary.</p> <p><i>Justification:</i> The Honorary Treasurer shall be one of the signatories of the cheques (less than RM10,000.00 per cheque).</p>
<p>15.1.2 Above RM10,000.00 per cheque; by the President and any one of the other three authorized signatories.</p>	<p>15.1.2 All cheques (more than RM10,000.00 per cheque) on the bank account of the Institute shall, unless and until otherwise from time to time resolved by the Council, be signed by the Honorary Treasurer and President.</p> <p><i>Justification:</i> The President and Honorary Treasurer shall be signatories of the cheques (more than RM10,000.00 per cheque).</p>
	<p>15.1.3 Online banking facility may be used with a set limit of RM10,000.00 per transaction whereby one signatory is sufficient to approve such an online transaction and the payment voucher is approved by another signatory. Unless and until otherwise from time to time resolved by the Council, the signatory for the online banking facility shall be the Honorary Treasurer.</p> <p><i>Justification:</i> The signatory of the online banking facility shall be the Honorary Treasurer and the payment voucher be approved by another signatory. For each transaction, there shall be two signatories required, one for online banking and one for payment voucher.</p>
	<p>15.1.4 Online banking facility may be used for more than RM10,000.00 per transaction whereby one signatory is sufficient to approve such an online transaction and unless and until otherwise from time to time resolved by the Council, the signatory for the payment voucher shall be the President and the signatory for the online banking facility shall be the Honorary Treasurer.</p>

	<p><i>Justification:</i> The signatory of the online banking facility shall be the Honorary Treasurer and the payment voucher be approved by another signatory. For each transaction, there shall be two signatories required, one for online banking and one for payment voucher.</p>
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SECTION XVI: SECRETARIAT & ADVISOR – To delete this clause

Current content	Amendment
<p>16.1 Secretariat</p> <p>The Secretariat of the IMM may be contracted to a nominated Contractor who can demonstrate their, ability (both financially and technically) to operate the Secretariat and run all activities on behalf of the IMM.</p> <p>The terms and conditions of the contract for operating the Secretariat shall be established and approved by the Council.</p>	<p>16.1 Secretariat</p> <p>The Secretariat of the IMM may be contracted to a nominated Contractor who can demonstrate their (, delete) ability (both financially and technically) to operate the Secretariat and run all activities on behalf of the IMM.</p> <p>The terms and conditions of the contract for operating the Secretariat shall be established and approved by the Council.</p> <p>To delete this clause</p> <p><i>Justification:</i> IMM need to take over the Secretariat itself for a better maintenance membership.</p>
<p>16.2 Advisor</p> <p>A person of eminence in science or industry and who has been awarded the title of Honorary Fellow of the IMM by the Council shall be appointed by the Council as the Advisor to the IMM. The term of office for the Advisor shall be three (3) years, and he/she may be re-appointed.</p>	<p>16.2 Advisor</p> <p>A person of eminence in science or industry and who has been awarded the title of Honorary Fellow of the IMM by the Council shall be appointed by the Council as the Advisor to the IMM. The term of office for the Advisor shall be three (3) years, and he/she may be re-appointed for not more than one (1) consecutive term.</p> <p>To delete this clause</p> <p><i>Justification:</i> No purpose of the actual Advisor role.</p>

SECTION ~~XVII~~ XVI: RESIGNATION & TERMINATION

Current content	Amendment
<p>17.1 Resignations/Terminations of Council Members & Committee Members.</p> <p>Council Members and Committee Members who wish to resign from their posts shall submit written requests of resignation to the Honorary Secretary giving one month's notice in advance and ensure that all dues and debts have been settled.</p> <p>The Council may terminate the office of a Council Member or Committee Member for one or more of the following reasons: -</p>	<p>17.1 16.1 Resignations/Terminations of Council Members & Committee Members Chairmen.</p> <p>Council Members and Committee Members Chairmen who wish to resign from their posts shall submit written requests of resignation to the Honorary Secretary giving one month's notice in advance and ensuring that all dues and debts have been settled.</p> <p>The Council may terminate the office of a Council Member or Committee Member Chairman for one or more of the following reasons: (- delete)</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The Council appoints the Committee Chairmen and hence, the matters related to resignations/terminations of Committee Chairmen should be handled by the Council. The Council does not intervene in the resignations/termination of the Committee Members. The appointment of the Committee Members is by the Committee Chairmen.
<p>c) Failure to attend at least fifty percent of Meetings held within a Calendar Year.</p>	<p>c) Failure to attend at least fifty (50) percent of Meetings held within a Calendar Year.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>d) Failure to perform duties issued by the Council.</p> <p>The Council shall issue a show-cause letter to the Member concerned giving a one-month period for appeal prior to official termination.</p> <p>Vacancies arising out of resignations or terminations shall be filled by elections</p>	<p>d) Failure to perform duties issued by the Council.</p> <p>The Council shall issue a show-cause letter to the Member concerned giving a one (1)-month period for appeal prior to official termination.</p> <p>Vacancies arising out of resignations or terminations shall be filled by elections</p>

Current content	Amendment
<p>within the Council for Principal Posts and Co-opting of new Ordinary Council Members or Committee Members.</p>	<p>within the Council for Principal Office-Bearer Posts and Co-opting of new Ordinary Council Members or appointing new Committee Chairmen.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The Principal post is not defined in IMM Constitution. • To replace Principal post with Office-Bearer post. • The Council appoints the Committee Chairmen and hence, the matters related to resignations/terminations of Committee Chairmen should be handled by the Council. The Council does not intervene in the resignations/termination of the Committee Members. The appointment of the Committee Members is by the Committee Chairmen.

SECTION ~~XVIII~~ XVII: LOGO

Current content	Amendment
<p>18.1 Logo</p> <p>The logo of the IMM shall be in the form of three letters IMM, in bold capital letters, encircled with a sphere in orbit. The colours of the logo shall be in blue and yellow. The logo and its colours do not have any special meaning nor any special significance. A sample of the logo is depicted as follows: -</p>	<p>18.1 17.1 Logo</p> <p>The logo of the IMM shall be in the form of three letters IMM, in bold capital letters, encircled with by a sphere in orbit. The colours of the logo shall be in blue and yellow. The logo and its colours do not have any special meaning nor any special significance. A sample of the logo is depicted as follows: (- delete)</p> <p><i>Justification:</i> Editorial correction.</p>

GUIDELINES-BY-LAWS FOR WORKING COMMITTEES

Current content	Amendment
<p>GUIDELINES FOR WORKING COMMITTEES</p>	<p>BY-LAWS FOR WORKING COMMITTEES</p> <p><i>Justification:</i> To replace Guidelines with By-Laws. By-Laws are part of the IMM Constitution.</p>

Current content	Amendment
<p>1. The term “Working Committees” shall cover regional chapters, discipline committees and sub-committees established under IMM Constitution no: 6.1.4. The Working Committees shall comprise of one Chairman, one Deputy-Chairman, one Secretary, one Treasurer, and Ordinary Committee members of not less than three (3) and not more than fifteen (15) bringing a total minimum of seven (7) or maximum of nineteen (19).</p>	<p>1. The term “Working Committees” shall cover regional chapters, discipline technical/non-technical committees, and sub-committees established under IMM Constitution no clause: 6.1.4. The Working Committees shall comprise of one (1) Chairman, one (1) Deputy Chairman, one (1) Secretary, one (1) Treasurer, and Ordinary Committee members of not less than three (3) and not more than fifteen (15) bringing a total minimum of seven (7). or a maximum of nineteen (19).</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • No limit to the maximum number of members in the committee. More flexible and encourage more people to join the committee.
<p>2. The Working Committee Chairman may be elected from the Working Committee and approved by the IMM Council in accordance to IMM Constitution no: 6.1.4. The term of office of the Chairman shall be two (2) years and the election for the Chairman’s post shall be held before the Annual General Meeting of the IMM. The election procedure shall be by nomination within the Working Committee and simple majority vote by hand based on a quorum of one third attendance of the Working Committee members. The decision to conduct an election for the Working Committee Chairman shall be made by a simple majority vote within the committee. In the event that the Working Committee decides not to hold its own election, the Council shall appoint the new Working Committee Chairman after the Annual General Meeting of the IMM.</p>	<p>2. The Working Committee Chairman may be elected from the Working Committee and approved by the IMM Council in accordance with IMM Constitution no clause: 6.1.4. The term of office of the Chairman shall be two (2) years and the election for the Chairman’s post shall be held before the Annual General Meeting of the IMM. The election procedure shall be by nomination within the Working Committee. and simple majority vote by hands based on a quorum of one-third attendance of the Working Committee members. The decision to conduct an election for the Working Committee Chairman shall be voted by hands or secret ballots. made by a simple majority vote within the committee. The Working Committee Chairman shall hold office for one (1) term and may be re-elected. for not more than two (2) consecutive terms. In the event that the Working Committee decides not to hold its own election, the Council shall appoint the new Working Committee Chairman after the Annual General Meeting of the IMM.</p>

Current content	Amendment
	<p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • For virtual and hybrid meetings, it is practically difficult to impose voting shall by show of hands. Voting can be by secret ballots for physical, virtual, or hybrid meetings. • The terms of office of a Working Committee Chairman will be consistent with the terms of office of a Council Member, where The Working Committee Chairman shall hold office for one term and may be re-elected for not more than three consecutive terms.
<p>3. The Working Committee Chairman shall appoint his Deputy-Chairman, Secretary, Treasurer and his ordinary committee members.</p>	<p>3. The Working Committee Chairman shall appoint his Deputy Chairman, Secretary, Treasurer, and his ordinary committee members.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>6. The Working Committee Chairman shall be responsible for the activities of both the Working Committee and the Sub-Committees and ensure that all activities are carried out in compliance to the IMM Constitution.</p>	<p>6. The Working Committee Chairman shall be responsible for the activities of both the Working Committee and the Sub-Committees and ensure that all activities are carried out in compliance with the IMM Constitution.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>7. The Working Committee Chairman shall be responsible for the funds involved in each particular activity conducted by the committees and liaise closely with the Honorary Treasurer to ensure proper accounting records are kept. At the end of each activity, all remaining funds after deducting expenditures shall be transferred by the Honorary Treasurer into IMM's Bank Account and appropriately classified for identification purposes. A financial report for each activity shall be prepared by the Committee Chairman and submitted to the IMM Management Committee for review and approval.</p>	<p>7. The Working Committee Chairman shall be responsible for the funds involved in each particular activity conducted by the committees and liaise closely with the Honorary Treasurer to ensure proper accounting records are kept. At the end of each activity, all remaining funds after deducting expenditures shall be transferred by the Honorary Treasurer into IMM's Bbank Aaccount and appropriately classified for identification purposes. A financial report for each activity shall be prepared by the Committee Chairman and submitted to the IMM Management Committee for review and approval.</p>

Current content	Amendment
	<p><i>Justification:</i> Editorial correction.</p>
<p>8. All funds earned by the various committees shall be held in IMM’s bank account. The Honorary Treasurer shall classify income received individually for administrative purposes only. All committees planning activities may request for advances from the IMM bank account. The IMM Management Committee shall meet to review the advance requests and approve accordingly.</p>	<p>8. All funds earned by the various committees shall be held in IMM’s bank account. The Honorary Treasurer shall classify income received individually for administrative purposes only. All committees planning activities may request for advances from the IMM bank account Honorary Treasurer. The IMM Management Committee shall meet to review the advance requests and approve accordingly.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • Not to prolonged the process.
<p>10. The duties and responsibilities of the Chairman and Subcommittee Head shall include: -</p>	<p>10. The duties and responsibilities of the Working Committee Chairman and Subcommittee Head shall include: (- delete)</p> <p><i>Justification:</i> Editorial correction.</p>
<p>11. The duties and responsibilities of the Secretary shall include:</p> <p>11.1 Prepare offices for meeting and record proceedings thereat.</p>	<p>11. The duties and responsibilities of the Secretary of Working Committee shall include:</p> <p>11.1 Prepare offices for meetings and record proceedings thereat.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>11.4 Keep a record of the members within the Committee and also to mail all membership applications to the Honorary Secretary of the IMM.</p>	<p>11.4 Keep a record of the members within the Committee and also submit all membership applications status to the Honorary Secretary of the IMM.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • An online Membership application was put in place. The Secretary of the Committee does not need to mail all membership applications to the Honorary Secretary of the IMM. Instead, he only needs to inform the membership

Current content	Amendment
	applications to the Honorary Secretary of the IMM.
<p>12. The duties and responsibilities of the Treasurer shall include:</p> <p>12.1 Keep a record of all income and expenditure relating to activities of the committee.</p>	<p>12. The duties and responsibilities of the Treasurer of the Working Committee shall include:</p> <p>12.1 Keep a record of all income and expenditure relating to activities of the committee.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>12.2 Prepare and submit detail accounts for each activity upon completion to the Honorary Treasurer of the IMM including documents for internal audit purposes.</p>	<p>12.2 Prepare and submit detailed accounts for each activity upon completion to the Honorary Treasurer of the IMM including documents for internal audit purposes.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>12.3 Prepare and submit monthly “Income & Expenditure” report, “Balance Sheet”, Debtors Listing”, and “Creditors Listing” to the Honorary Treasurer and Honorary Secretary for council review, where necessary.</p>	<p>12.3 Prepare and submit monthly “Income & Expenditure” report, “Balance Sheet”, Debtors Listing”, and “Creditors Listing” to the Honorary Treasurer and Honorary Secretary for council review, where necessary.</p> <p>To delete this clause</p> <p><i>Justification:</i> Not practiced in the Working Committee.</p>
<p>12.4 Deposit all monies collected into any branch of the designated Bank, under the IMM account and submit summary of deposits to the Honorary Treasurer of the IMM for reference and cross-checking.</p>	<p>12.4 Deposit all monies collected into any branch of the designated Bbank, under the IMM account and submit a summary of deposits to the Honorary Treasurer of the IMM for reference and cross-checking.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>12.5 The Working Committee Treasurer may keep petty cash of not more than RM500.00 from proceeds of its activities, subject to approval of the Working Committee Chairman and Honorary Treasurer.</p>	<p>12.5 The Working Committee Treasurer may keep petty cash of not more than RM1000.00 from proceeds of its activities, subject to the approval of the Working Committee Chairman and Honorary Treasurer.</p> <p><i>Justification:</i></p>

Current content	Amendment
	<ul style="list-style-type: none"> • Editorial correction. • With the annual revenue of IMM has been more than RM500K, for ease of operation, it is more appropriate to increase the petty cash from RM500 to RM1000.
<p>13. The quorum for a committee meeting shall be not less than one third of the number of Committee Members.</p>	<p>13. The quorum for a committee meeting shall be not less than one third at least a simple majority of the number of Committee Members.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>14. The organizing of the activities such as seminars, courses, etc can be contracted out to a local Authorized Event Organizer (A.E.O). IMM will obtain an agreed percentage of the total income. All losses shall be absorbed by the Authorized Event Organizer. IMM will not be liable for any losses of the activity.</p>	<p>14. The organizing of the activities such as seminars, courses, <i>etc</i> can be contracted out to a local an Authorized Event Organizer (A.E.O). IMM will obtain an agreed percentage of the total income. All losses shall be absorbed by the Authorized Event Organizer. IMM will not be liable for any losses of the activity.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • An appointed Authorized Event Organizer may not be locally based in a particular region.
<p>15. In the event a Working Committee or Regional Chapter does not hold its Annual General Meeting and elections prior to the main Annual General Meeting, the Council shall appoint the Chairman for the subsequent session with recommendation of candidate from the Management Committee.</p>	<p>15. In the event a Working Committee or Regional Chapter does not hold its Annual General Meeting and elections prior to the main Annual General Meeting, the Council shall appoint the Chairman for the subsequent session term with the recommendation of a candidate from by the Management Committee</p> <p><i>Justification:</i> Editorial correction.</p>
<p>NOTE: The Registrar of Societies had rejected IMM's application for Branch formation and Branch bank accounts. As such, all monies will be kept under the main IMM bank accounts in Kuala Lumpur except for some petty cash generated from local activities which shall be kept by the local committee Treasurer for local</p>	<p>NOTE: The Registrar of Societies had rejected IMM's application for Branch formation and Branch bank accounts. As such, all monies will be kept under the main IMM bank accounts in Kuala Lumpur except for some petty cash generated from local activities which shall be kept by the local committee Treasurer for local</p>

Current content	Amendment
meetings and local activity expenses.	<p>meetings and local activity expenses.</p> <p>To delete this note</p> <p><i>Justification:</i> IMM does not have an official branch. IMM has only regional chapters. IMM has bank accounts not only in Klang Valley but also in other regions of the country.</p>