



**JABATAN PENDAFTARAN PERTUBUHAN MALAYSIA  
NEGERI SELANGOR  
KEMENTERIAN DALAM NEGERI**  
Tingkat 16, Wisma MBSA  
Persiaran Perbandaran  
40675 SHAH ALAM  
SELANGOR

Tel : 03-55106427 / 03-55106479  
Faks : 03-55109281  
Laman Web : <http://www.ros.gov.my>  
<http://www.eroses.gov.my>

Rujukan Kami: PPM-001-10-15051951

Tarikh: 11 Julai 2019

Setiausaha,  
PERSATUAN PEMILIK LADANG MALAYSIA (THE MALAYSIAN ESTATE OWNERS'  
ASSOCIATION)  
PRO-SECRETARIAT MANAGEMENT SERVICES SDN BHD C-3A-10, 4TH FLOOR,  
BLOCK C (LIFT 5), DAMANSARA INTAN, NO.1 JALAN SS20/27, 47400 PETALING  
JAYA, SELANGOR  
47400 PETALING  
SELANGOR

Tuan/Puan,

#### **PERMOHONAN PINDAAN PERLEMBAGAAN**

Dengan hormatnya perkara di atas dirujuk.

2. Sukacita dimaklumkan bahawa permohonan pindaan perlembagaan pertubuhan tuan telah **DILULUSKAN** dan pertubuhan tuan hendaklah menggunakan perlembagaan **terkini** dalam mentadbir pertubuhan tuan mulai 11 Julai 2019 .
3. Adalah disahkan bahawa dengan kelulusan ini, nama pertubuhan dipinda daripada "PERSATUAN PEMILIK LADANG MALAYSIA (THE MALAYSIAN ESTATE OWNERS ASSOCIATION)" kepada "PERSATUAN PEMILIK LADANG MALAYSIA (THE MALAYSIAN ESTATE OWNERS' ASSOCIATION)".

Sekian, terima kasih.

**'BERKHIDMAT UNTUK NEGARA'**

Saya yang menjalankan amanah,


**( NURUL AZHAR BIN HUSIN )**

**b.p. PENDAFTAR PERTUBUHAN MALAYSIA**

Catatan: surat ini adalah janaan komputer, tandatangan tidak diperlukan



SALINAN YANG BENAR BAGI DOKUMEN ASAL / SEBAHAGIANNI

  
**AZIZAH BINTI MUHAMAD**  
Penolong Pendaftar Pertubuhan  
Selangor

25/7/2019



**JABATAN PENDAFTARAN PERTUBUHAN MALAYSIA  
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Rujukan Kami: PPM-001-10-15051951

Tarikh: 20 Julai 2016

Setiausaha,  
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ASSOCIATION)  
PRO-SECRETARIAT MANAGEMENT SERVICES SDN BHD C-3A-10, 4TH FLOOR,  
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Sekian, terima kasih.

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( **NURUL AZHAR BIN HUSIN** )

**b.p. PENDAFTAR PERTUBUHAN MALAYSIA**

Catatan: surat ini adalah janaan komputer, tandatangan tidak diperlukan

SALINAN YANG BENAR BAGI DOKUMEN ASAL / SEBAHAGANNYA



  
AZIZAH BINTI MUHAMAD  
Penolong Pendaftar Pertubuhan  
Selangor

25/7/19

**PERLEMBAGAAN BAGI  
PERTUBUHAN INDUK**

**PERSATUAN PEMILIK LADANG MALAYSIA (THE MALAYSIAN ESTATE OWNERS'  
ASSOCIATION)**

(PPM-001-10-15051951)

**RULE 1 NAME**

The name of the Association shall be "Persatuan Pemilik Ladang Malaysia"  
(The Malaysian Estate Owners' Association)

**RULE 2 REGISTERED ADDRESS**

The registered address of the Association shall be at Pro-Secretariat Management Services Sdn Bhd., C-3A-10, 4th Floor, Block C (Lift 5), Damansara Intan, No. 1 Jalan SS20/27, 47400 Petaling Jaya, Selangor and the place of meeting shall be at Bangunan Getah Asli, 148 Jalan Ampang, 50450 Kuala Lumpur or at such other place as the Council may from time to time decide. The registered address shall not be changed without prior approval of the Registrar of Societies.

**RULE 3 OBJECT OF THE ASSOCIATION**

The Object of the Association is to promote, foster and protect the interests of the plantation industries in Malaysia.

**RULE 4 RULES**

**4.1 DEFINITIONS**

In these Constitution and Rules

"The Association" shall mean the Malaysian Estate Owners' Association

"The Council" shall mean the duly elected Council of Association

"Malaysia" shall mean Peninsular Malaysia, Sabah, Sarawak and the Federal Territories.

Words importing persons may include corporations, associations or partnerships.

The singular includes the plural and the plural includes the singular.

25/7/2019



The gender specific pronouns include both males and females.

#### 4.2 INTERPRETATION

The Council is the sole authority for the interpretation of this Constitution and Rules and the settlement of any disputes in connection therewith, and the decision of the Council thereupon shall be final and binding upon members.

#### 4.3 ALTERATION OF CONSTITUTION AND RULES

No alteration in the Constitution and Rules shall be made except at the Annual General Meeting or an Extraordinary General Meeting and after 15 days notice of the proposed amendment shall have been sent to all members. Any alteration to the object Constitution and Rules shall take effect from the date of approval by the Registrar of Societies.

### **RULE 5 MEMBERSHIP**

5.1 There shall be five categories of membership as follows:-

#### ORDINARY MEMBERSHIP

5.1 (a) All persons, partnerships and corporations who are owners, lessees or proprietors of land cultivated with economic products in Malaysia shall be eligible for membership of the Association.

#### INDIVIDUAL MEMBERSHIP

5.1 (b) A person, who is not an owner, lessee or proprietor of land cultivated with economic products in Malaysia, but who is a passive shareholder of a company which has plantation operation in Malaysia, shall be eligible to be an Individual Member of the Association.

#### CORPORATE MEMBERSHIP

5.1 (c) A corporation, who is not an owner, lessee or proprietor of land cultivated with economic products in Malaysia, but who is a passive shareholder of a company which has plantation operation in Malaysia, shall be eligible to be a Corporate Member of the Association.

#### HONORARY MEMBERSHIP

5.1 (d) The Council shall have power to elect as Honorary Members persons who



have rendered conspicuous services to the Association, or those whose honorary membership shall be deemed to be advantageous to it. Such Honorary Members shall have no voice in the management of the affairs of the Association and shall not be entitled to vote at any meeting of the Association.

#### AFFILIATE MEMBERSHIP

5.1 (e) The Council is empowered to admit to Affiliate Membership any registered Association or body of proprietary planters in Malaysia and any such Association or body that may be established, upon such terms and conditions and with such rights and privileges of membership as may be determined by Council.

#### ELECTION TO MEMBERSHIP

5.2 Every candidate for election as a member of the Association shall forward to the Council an application in writing for election in such form as the Council shall require and the Council shall have absolute power to elect to membership or to exclude such candidate. At the time of application proof of ownership or shareholding in the plantation industry has to be produced.

#### REGISTER OF MEMBERS

5.3 The Council shall cause a register of members to be kept containing inter alia the following particulars:-

- (a) The name, address and description of each member;
- (b) The date of the member's election;
- (c) The number of planted hectares of land of which the member is the proprietor or lessee and, in the case of an Association, the number of planted hectares of land in membership;
- (d) The date at which the member ceased to be a member.

#### PARTICULARS REQUIRED FROM MEMBERS

5.4 Each member shall send to the Association in the month of January in every year a written statement (in the form from time to time prescribed by the Council) of the name and address of the member, and of the planted areas of the land (if any) of which the member is the lessee or proprietor, and in the case of an Association the planted area of the land in membership and the names and addresses of the members of its governing body, and each member shall



register the name and address of the person authorised to vote on behalf of the member at any general meeting of the Association, either on a show of hands or by ballot as hereinafter provided. Any person authorised so to vote shall be called the "duly registered representative".

#### ALTERNATES

5.5 A member may appoint a person as an alternate duly registered representative. An alternate duly registered representative who attends a meeting in place of the substantive duly registered representative or otherwise acts for such duly registered representative shall have all the rights and privileges of the substantive duly registered representative.

5.6 Whenever any change shall take place in respect of any of the details enumerated in the preceding two paragraphs then and in every such case the particulars of such change shall as soon as possible be notified in writing to the Secretary of the Association

#### NOTICE TO MEMBERS

5.7 A notice may be sent by the Association to any member by leaving it or sending it through the post in a prepaid letter addressed to the member at his address as appears on the Register of Members, or by email to his email address as appears in the Register of Members. A notice so sent through the post shall be deemed to have been received ninety six (96) hours after the time when the same has been posted.

### RULE 6 SUBSCRIPTIONS

#### ANNUAL SUBSCRIPTION

6.1 Each member shall on election and subsequently every year in January pay an annual subscription as stated below:-

Ordinary Members

Hectareage

1 to 100 hectares - RM470.00 per annum per member

Next 101 to 1,000 hectares - RM1.45 per cultivated hectare plus RM470.00 per annum

Next 1,001 to 5,000 hectares - RM0.90 per cultivated hectare plus RM1,775.00 per annum



Next 5,001 hectares and above - RM 0.60 per cultivated hectare plus 5,375.00 and a maximum RM14,000.00 per annum

Individual Members - RM300.00 per annum per member

Corporate Members - RM2,000.00 per annum per member

Affiliate Members - RM2,000.00 per annum per member

#### NON-PAYMENT OF SUBSCRIPTION

6.2 Any member whose subscription shall remain unpaid for six months after it shall have become due and payable may cease, ipso facto, to be a member of the Association but he shall be liable for the payment of the arrears of the subscription due from him.

The Council shall have power to extend such period of six months as it may think fit.

#### **RULE 7 RETIREMENT AND EXPULSION OF MEMBERS**

7 A member shall cease to be a member:-

##### EXPULSION

(a) When his membership is forfeited under clause 6.2 of the rules.

##### REGISNATION

(b) Upon serving one month's notice in writing to the Secretary that he has resigned his membership failing which he may be liable for the subscription for the ensuing year.

##### MISCONDUCT

(c) If he shall be guilty of conduct which in the opinion of the Council rates him unfit to be member, and the Council, after having given an opportunity of being heard upon the question of such conduct, passes a resolution excluding him from the Association. Every such resolution of the Council shall be final and conclusive.

#### **RULE 8 NON TRANSFERABILITY OF RIGHTS OF MEMBERS**

8 The rights and privileges of a member of the Association shall not be transferable



or transmissible.

## RULE 9 MEETINGS

### ANNUAL GENERAL MEETING

9.1 The Annual General Meeting of the Association shall be held in the month of March in every year or at such other time as the Council may determine.

The ordinary business of the Annual General Meeting shall be as follows:-

- (a) to confirm the minutes of the last Annual General Meeting
- (b) to receive, and if approved, to pass the accounts for the year ending 31st December last preceding and to receive the report of the Council
- (c) to elect a Council
- (d) to elect an Auditor
- (e) to transact any other business of which three days' notice has been given

### EXTRAORDINARY GENERAL MEETING

9.2 The Council may whenever it thinks fit and shall upon a request in writing signed by 20 members and sent to the Secretary, convene an Extraordinary General Meeting. Every such request shall state the object for which the meeting is convened.

### NOTICE OF GENERAL MEETING

9.3 Every general meeting shall be convened by a notice specifying the place, day and hour of meeting and the general nature of the business to be transacted thereat, which notice shall be given to members at least seven clear days before the date of the meeting.

### QUORUM AT GENERAL MEETING

9.4 At all general meetings eighteen members present in person shall form a quorum. No business shall (except in the case hereinafter mentioned) be transacted unless a quorum be present. If half an hour after the time appointed for the meeting a quorum is not present, the meeting, shall, if convened upon a requisition, be dissolved, and in any other case shall stand adjourned to some time and place to be fixed by the members present, and if at such adjourned meeting a quorum is not present, the members present shall be a quorum and may proceed to the transaction of business.

### ADJOURNED MEETING





9.5 The Chairman of a general meeting may, with the consent of the meeting, adjourn it from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

#### CHAIRMAN

9.6 The President of the Association shall be the Chairman at every general meeting. If at any meeting he be not present then the first Vice-President or in his absence the second Vice-President or if neither be present, then some other member of the Council shall be chosen by the meeting.

#### PROXIES

9.7 The instrument appointing a proxy shall be in writing under the hand of the appointer and in the form to be prescribed by the Council.

#### DEPOSIT OF PROXIES

9.8 The instrument appointing a proxy shall be deposited at the office of the Association at least six hours before the time appointed for holding the meeting at which the person named in the instrument of proxy processes to vote.

#### VOTING BY BALLOT OR POLL

9.9 At every general meeting a resolution put to the vote shall be decided by a majority of the votes given on a show of hands, unless a poll be demanded by the Chairman or by any one or more of the members present. If a poll be demanded it shall be taken by voting ballot or otherwise and subject to such regulations as shall be prescribed by the Council.

#### CHAIRMAN'S CASTING VOTE

9.10 In case of an equality of votes either on a show of hands or on a poll, the Chairman of the meeting shall be entitled to a further or casting vote.

#### NUMBER OF VOTES

9.11 On a show of hands every member present in person, or by proxy and entitled to vote, shall have one vote. Upon a poll every member present in person, or by proxy and entitled to vote, shall have

(a) one vote in the case of an Individual Member



- (b) one vote in the case of a Corporate Member
- (c) one vote in the case of an Affiliate Member
- (d) and in the case of an Ordinary Member, he shall have one vote for the first 400 ha or part thereof, and an extra vote for every 400 ha or part thereof over that hectareage subject to a maximum of 63 votes

## RULE 10 THE COUNCIL

### GENERAL POWERS

10.1 The business of the Association shall be administered by the Council. The Council may do all such acts and things as may be exercised and done by the Association and are not by these rules expressly directed or required to be exercised or done by the Association in general meeting.

### COMPOSITION OF COUNCIL

10.2 The Council shall be composed of the following:-

- (a) the President
- (b) two Vice-Presidents
- (c) the Honorary Secretary
- (d) the Honorary Treasurer
- (e) such members of Council comprising delegates of each State and each Affiliate member

The number of such members of Council shall be as follows:-

Each State shall nominate the minimum of two delegates. Beyond the first 8,000 ha, each state shall be entitled to one additional delegate in respect of every additional 4,000 ha of land or part thereof under their membership.

Each Affiliate member is entitled to one delegate, and it shall nominate one substantive and one alternate representative to this Council position.

### CO-OPTED MEMBERS OF COUNCIL

- (f) Any additional member or members of Council co-opted by the Council.

### TENURE AND ELECTION OF OFFICE BEARERS

10.2A The term for each office bearer shall be Two (2) years.

The election of Office Bearers shall be divided into two groups:

- i. Group 1: President, 2nd Vice-President and Treasurer.
- ii. Group 2: 1st Vice President and Secretary.



Group 1 and Group 2 shall be elected alternately, and no two groups shall be elected in the same year unless there is a vacancy for any position in either group.

There shall also be no bar to any incumbent office bearer, in either group, to seek election to any other position before his/her term of office ends.

[Explanatory note: If Vice-President 1 wants to stand for President, he or she may do so, and then even though it is not an election year for his or her original position (VP1), the position (VP1) will be vacant, and it will be open for election as well.]

In order to give effect to this Rule, the first Group 2 will only serve a term of one (1) year.

## SECRETARY

10.3 The Secretary shall act under the general direction of the President or in his absence of a Vice-President and shall be responsible to the Council and save as herein provided he shall not be under any obligation to carry out any wishes or instructions of individual members or their representatives.

10.4 The Secretary shall be responsible for conducting correspondence and keeping all books, documents and papers, and recording the proceedings of meetings. The Secretary shall also be in charge of the entire staff of the Association and shall be responsible to the Council for staff discipline, allocation on duties and their general conduct.

10.5 The Council may appoint a person or body (hereinafter referred as the "secretariat") for such period at such salary or fee and on such conditions as it may from time to time determine to assist in the performance of the functions of Council, including but not be limited to assisting the Secretary to carry out his duties as stated in Rules 10.3 and 10.4 above.

## REGULATION OF COUNCIL MEETINGS

10.6 The Council may meet together, adjourn, and otherwise regulate its meeting as it thinks fit. Special meetings of the Council may be convened by the President, a Vice-President or on a requisition in writing of any five members of Council. Notices of such meetings stating the time and place thereof and the objects for which it is being called must be given by circular to each member of Council not less than seven days previous to the meeting.

Three clear days' notice of any question on any subject other than those on the agenda to be asked at any Council meeting shall be given to the Secretary in writing and no questions shall be asked of which such notice has not been given, except with the consent of the Chairman.



## COMMITTEE OF COUNCIL

10.7 The Council may delegate any of its power to Committees consisting of such member or members of its body of the Association as it thinks fit. Any Committee so formed shall in the exercise of the powers so delegated conform to any regulation that may be imposed upon it by the Council. The President and two Vice-Presidents shall be ex-officio members of all such committees.

## COUNCIL QUORUM & PROCEDURE

10.8 The Chair shall be taken at every meeting of the Council by the President of the Association, or in his absence by a Vice-President of the Association or in their absence by a member of the Council chosen by the members of the Council present. The quorum for a Council meeting shall be ten. Questions arising at a meeting of the Council shall be decided by a majority of votes of the members of Council present. In case of an equality of votes the Chairman shall have a second or casting vote.

## MINUTES OF COUNCIL MEETINGS

10.9 (a) The Council shall cause proper minutes to be made of all Council meetings, of all appointments of officers and of the proceedings of all meetings of Committees and of the attendance thereat. Any such minutes of any meetings, if signed by the Chairman of such meeting or by the Chairman of the next succeeding meeting, shall be conclusive evidence of the facts therein stated.

(b) The Chairman at the beginning of every meeting shall submit the minutes of the previous meeting for confirmation.

(c) All acts bona fide done by any meeting of the Council or a committee appointed by the Council or by any person acting thereon shall, notwithstanding it be afterward discovered that there was some defect in the constitution thereof, or in the appointment of any member thereof, be as valid as if there were no such defect and every such member had been duly appointed and was qualified to act.

(d) A resolution in writing signed by a majority of the members of the Council then present in Malaysia shall be as effective for all purpose as a resolution passed at a meeting of the Council duly convened, held and constituted.

## POWER TO MAKE BYE-LAWS

10.10 The Council shall have power to make any such bye-laws as may be necessary for carrying on the business of the Association, provided



always that the bye-laws shall not be repugnant to any of the Constitution and Rules of the Association. The Council shall have power at any time to alter or revoke bye-laws then existing.

Provided that no such bye-laws or alterations thereto shall take effect unless and until the same shall have been posted to each and every member of the Association and shall have been posted up in the office of the Association for at least seven days.

#### ACCOUNTS AND AUDIT

10.11 The Treasurer shall cause true accounts to be kept of the receipts and payments of the Association and shall cause the accounts of the Association to be audited by an auditor or auditors annually or whenever requisitioned by not fewer than ten members.

#### TRUSTEES

10.12 The Council shall have power to appoint a trustee or trustees for the purpose of holding any property owned or to be hereafter acquired by the Association provided such trustee or trustees shall be a member or members of the Association and the General Meeting shall have power to remove such trustee or trustees from office and to appoint others in place thereof.

#### **RULE 11 SUPPORTING OTHER BODIES WITH SIMILAR OBJECTIVES**

11 The Council may on behalf and out of the funds of the Association subscribe to any funds, corporation or institutions and act by delegate or otherwise upon any Council, committee or other body whereby the objects and purpose of the Association or any of them may affiliate with or support any other institution or institutions having objects similar to the objects of the Association.

#### **RULE 12 DISSOLUTION**

12.1 The Council may be voluntarily dissolved by a two-thirds majority of the members present at a meeting called for that purpose and of which not less than 15 days' notice shall have been given.

12.2 In the event of the Council being dissolved as aforesaid, all debts and liabilities legally incurred on its behalf shall be fully discharged and the remaining funds shall be disposed of in such manner as may be decided upon the Council.

12.3 Notice of the dissolution shall be forwarded to the Registrar of Societies within Fourteen days from the date of dissolution.



## RULE 13 BYE-LAWS OF THE MALAYSIAN ESTATE OWNERS' ASSOCIATI

### BYE-LAW NO 1 - OBJECTS

- i) To promote the consideration and discussion of all questions connected with or relating to such industries other than wages and conditions of service.
- ii) To represent to the Government and Legislatures and other public bodies of this and other countries the views and interests of those interested in or connected with such industries.
- iii) To promote, support or oppose legislative and other measures affecting such industries or the persons engaged therein and to take all such steps as may seem expedient for altering and improving any existing laws, customs or usages affecting such industries or the persons engaged therein.
- iv) To collect and circulate statistics and other information relating to such industries.
- v) To do all or any of the matters or things aforesaid either alone or in conjunction with others or by or through trustees, agents or otherwise and generally to do all such other things as the Association or its Council may deem incidental or conducive to the attainment of any of the aforesaid objects of the Association.

### BYE-LAW NO 2 - REFERENDUM

The Council may if it think fit in lieu of convening a general meeting and submitting any matter to the decision of such meeting send to each member of the Association at his address in Malaysia registered with the Association a statement of the matter upon which a decision of the Association is desired and a form in which each member shall record his vote upon the matter. The time allowed to each member for the return of his voting paper shall be not less than seven days.

### BYE-LAW NO 3 - ACCOUNTS

- i) The Council shall cause true accounts to be kept:-
  - (a) of the assets and liabilities of the Association; and
  - (b) of all sums of money received and expended by the Association and the matters in respect of which such receipts and expenditure take place.
- ii) The books of account shall be kept at the registered office of the Association or at such other place as the Council shall think fit and shall be open to the inspection of the members or the Council during normal office hours.
- iii) Subscriptions and other income of the Association shall be paid into a current account with the Chartered Bank Limited, Kuala Lumpur or any other Bank selected by the Council in the name of the Association. Such account shall be called the "Council Account" and shall be operated by the secretariat



and any one member of the Council from a panel of such members authorised by the Council to operate the account. There shall be maintained with the same Bank a current account called the "Working Account" cheques on which shall be signed by the secretariat to which shall be transferred from the Council Account from time to time sums necessary for the ordinary working expenses of the Association.

iv) The funds of the Association may be expended for any purpose necessary for the carrying out of its objects, including the expenses of its administration, the payment of salaries, allowances and expenses to its office bearers and paid staff and the audit of its account. Expenditure shall be in accordance with estimates of expenditure approved by the Council not later than the month of December in every year in respect of the next succeeding year, provided that the Council or the Executive Committee may authorise supplementary expenditure at any time.

v) As soon as possible after the end of the financial year, a statement of income and expenditure and a balance sheet for the year shall be prepared and audited by auditors appointed as hereinafter provided. The audited accounts shall be submitted for the approval of the next Annual General Meeting and copies shall be made available at the registered office of the Association for the perusal of members

#### BYE-LAW NO 4 - AUDIT

The auditors shall be required to audit the accounts of the Association for the year and to prepare a report or certificate for the Annual General Meeting. They may also be required by the Council to audit the accounts of the Association for any period within their tenure of office at any date and to make a report to the Council.

#### BYE-LAW NO 5 - SUBSCRIPTION

i) No registration of membership shall be effected until subscription shall have been paid.

ii) Any member whose annual subscription is more than two (2) months in arrears shall not be entitled to vote or have any voice in the management of the Association.

iii) A new member shall pay such proportion of the annual subscription as is represented by the ratio of the unexpired months of the year.

#### BYE-LAW NO 6 - QUALIFICATION OF COUNCIL MEMBERS

Only persons who are duly registered as representative or alternate entitled to attend and vote at the Annual General Meeting may be elected to Council. Any person who has been elected an Honorary Member shall not be eligible for election to Council. For avoidance of doubt, Individual Members are eligible to be members of Council as they are deemed to be the duly registered representatives



of themselves.





LAMPIRAN

1. Bendera



2. Lambang



3. Lencana



