

BYLAWS FOR WORLD ENDOSCOPIC SPINE SOCIETY

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CLAUSE 1 NAME

(1) The organization known as "WORLD ENDOSCOPIC SPINE SOCIETY" (WESS) and subsequently to be called as "the society"

CLAUSE 2 ADDRESS

Place of business of the Society is

Department of Orthopaedics, School of Medical Sciences, Health Campus, 15990 Kubang Kerian, Kelantan, or in other places to be determined from time to time by the Committee.

Society mailing address is in the similar address of the business address

Address of place of business and correspondence can not be altered without the prior permission of the Registrar of Society.

CLAUSE 3 PURPOSE

(1) To improve the techniques of spine surgeries through education, research, training and ethical practice

(2) To provide the best service in the field of spinal care to the world community and thus contribute to the development of the resources, ideas and any other manner permitted by law -

(3) To promote and cultivate the spirit and attitude of professionalism and altruism as well as to foster a healthy fraternity among the members

(4) To assist members through charitable donations and other supports within the capability of the society

(5) To reach the nations of the world helping them for better health care through appropriate ways and method

CLAUSE 4 MEMBERSHIP

(1) Membership is open to all world citizens who has achieve the following criteria:

- a)received a basic endoscopic training
- b) have two referees from the members of the society

(2) Every application for membership shall be proposed and supported by a committee member and submitted to the Secretary who is required to submit. The Committee may in its discretion reject any application without giving reasons.

(3) Every applicant whose application has been approved as aforesaid, shall after paying the membership fee as determined acceptable to members and deserved it as a member.

CLAUSE 5 FEES and OTHER PAYMENTS

(1) entry fee and fees payable are as follows:

One time life fee:USD 50 or equivalent

(2) special fees or collection of money from members for specific matters may be conducted with the approval of the general meeting of members

CLAUSE 6 TERMINATION AND REMOVAL OF MEMBERSHIP

(1) Any member who fails to comply with the law societies or act in a way that would bring discredit to the SOCIETY may be expelled or suspended from membership for such period as may be deemed reasonable by the Committee. Prior to dismiss or suspend the membership of the Committee members, the members shall be notified of the reasons for the dismissal or suspension in writing. Members will also be notified of the reasons for the dismissal or suspension in writing. Expulsion or suspension shall be carried out unless the general meeting to defer or cancel the decision on appeal by the member.

CLAUSE 7 GENERAL MEETING

(1) The general meeting of the society is the highest body in regulating the running of the society. At least one-quarter (1 / 4) of the members who entitled to vote, or double the number of members of the Committee, whichever is less, shall be available in a general meeting to confirm proceedings and make up a quorum for the meeting.

(2) If a quorum is not enough after half an hour from the time appointed for the meeting, the meeting shall be adjourned to a date (not later than 30 days) set by the Committee; and if a quorum is not enough after half an hour from the time appointed for the adjourned meeting of the dominion of members who attended the meeting but did not exercise authority to amend the law Society and make decisions that affect all members.

(3) The annual General Meeting of the Society shall be held as soon as possible after the end of the year but not later than 31 May of the date, time and place fixed by the Committee.

The agenda for the Annual General Meeting:

(A) Receive report concerning the conduct of the Society in the past year;

(B) Receive the Treasurer report and audited financial statements for the previous year;

(C) Selecting a Committee Member and Examiner of Accounts for two years.

(D) To manage other matters presented at the meeting.

(4) The Secretary shall send to each member at least 14 days before the Annual General Meeting held a memo of the meeting agenda includes a copy of the meeting and report with statements about the Society for the past year have been audited. Copies of these letters should also be supplied to read by the members at the address where the business of the Society.

(5) Special General Meeting of the Society shall be:

(A) When deemed necessary by the Committee or

(B) Upon the request of members not less than one-fifth (1 / 5) of the total members entitled to vote by explaining the purpose and reason to provide it. Requests shall be submitted to the Secretary of the Society.

(6) Special General Meeting requested by members shall be held at a date within three month from the date of receipt of the request at that meeting.

(7) The announcement and agenda for the Special General Meeting shall be circulated by the Secretary to all members at least 14 days before the date fixed for the meeting.

CLAUSE 8 THE COMMITTEE

(1) The committee consists of

1. A President
2. A secretary
3. A Treasurer
4. Six(6) Ordinary Committee Members

(2) The President shall appoint two(2) members of the committee from within members who are eligible to vote

(3) The names for the post in Clause 8 (1) above shall be proposed and supported and carried out by means of the electoral vote by members at the Annual General Meeting . All officers may be re-elected every two years.

(5) Functions of the Committee is to manage and organize works of the Society and make decisions on matters about the course of the Society in accordance with general policies determined by the general meeting. Committee should not be taking action against the decision of the general meeting without prior thereto and must always abide by the decisions of the Committee meeting. The Committee shall submit a report on its activities in the past year to each Annual General Meeting.

(6) The Committee shall meet at least twice every year. Announcement for every meeting shall be given to members at least seven(7) days in advance. Chairman or not less than three(3)members of the Committee together may call committee meetings to be held at any time. At least one third (1 / 3) Committee members shall be present to make up a quorum for the meeting.

(7) If there is urgent matter that requires the approval of the committee and no committee meetings to be held the Secretary may seek the approval of the Committee Members of the circular distribution. Conditions about the following must be completed before the decision of the committee may be regarded as having been received:

(A) Issues raised shall be clearly outlined in the circular letter to every member of the Committee;

(B) At least half of the number of Committee members must declare their approval or objection to the proposal and

(C) Decisions shall be by a majority vote.

(D) Any decision obtained by circular letter to be reported by the Secretary to the next Committee meeting to be certified and listed on the memo of the meeting.

(8) Member of the Committee who fails to attend two(2) consecutive meetings without satisfactory reasons will be deemed to have resigned in the Committee.

(9) If a member of the Committee dies or resigns, the candidate who gets the most votes in the last election should be called to fill the vacancy. If there is no such candidate or reject the position, the dominion of the Committee to appoint another member to fill the vacancy until the election of the Annual General Meeting.

(10) The Committee may give directions to the Secretary and other officers to conduct the business of the Society, and appoint managers and employees as it deems necessary. It may suspend or revoke the position of any manager or staff of negligence on the job, dishonest, incompetent, carrying away the results of the Committee, or for reasons that may damage the interests of the Society may think.

(10) The Committee may establish Sub-Committee if it considers important and gives special duty to any member Committee.

CLAUSE 9 DUTIES OF OFFICERS

(1) President of the holding period of office, shall be the chairman of all general meetings and all committee meetings and is responsible for the completeness of the journey at all meetings. It has a casting vote and he shall sign all checks along with the secretary and treasurer.

(2) The Secretary shall hold the office of President and perform the duties of the President in his absence.

(3) The Secretary shall carry out the work of the Society in accordance with law and let him run the command and general meetings of the Committee. It is responsible for handling correspondence and keeping all books, documents and papers except the accounts and books of Finance. The Secretary shall keep the register of members containing particulars such as name, place and date of birth, identification number, occupation, name and address of employer and address of every member. It shall be present at all meetings and take notes of the meeting. He shall sign all checks along with the President and Treasurer. The Secretary shall, within 60 days from the date of the Annual General Meeting of the Society held the annual statement sent to the Registrar of Societies as required under Section 14 (1) of the Societies Act, 1966.

(4) The Treasurer is responsible for all financial affairs of the Society. It shall make and keep accounts of all financial matters and is responsible for its accuracy. He shall sign all checks along with the President and Secretary.

(5) Ordinary Committee Members shall assist the Committee in carrying out duties as directed by him.

CLAUSE 10 FINANCE

(1) Subject to the following provisions of this law can be used Society funds for a worthwhile thing to carry out the purposes of the Society, including administrative expenses, salaries, funded, and expenses of officers and staff are salaried and wage check sheet. However, money can not be used to pay the fine members who have been sentenced by the court.

(2) The Treasurershall be allowed to keep petty cash of not more than USD 300.00 at a time. Money is more than the amount that must be included in a bank approved by the Committee.

(3) All checks or withdrawing money from a statement about the Society shall be signed by the President, Secretary and Treasurer. In the absence of the President, Secretary or Treasurer of the Committee may appoint one among them as successor to sign checks or withdraw the statement of the Society.

(4) The expenses of more than USD 1,000.00 (Dollar US one thousand) for a period can not be paid without prior approval by the Committee, and the expenditure of more than USD 10000.00 (US Dollar ten Thousand) for a period can not be done without general meeting prior permission. Expenditure of less than USD 1000.00 (US Dollar one thousand) for a time be approved by the President with the Secretary and Treasurer.

(5) Statement regarding the money received and expended and the balance sheet for the year shall be prepared by the Treasurer and audited by the Accounts Examiner is appointed under clause 11 of this law as soon as possible after the conclusion of the financial year. Statements about the audited shall be submitted for approval by the next Annual General Meeting and a copy shall be provided for the information of members of the Society in place matters.

(6) The financial year of the Society from January 1 and ending on December 31 of each year.

CLAUSE 11 AUDITORS

(1) Two persons who are not officers of the Society shall be appointed at the Annual General Meeting as Honorary Auditors. They will hold office for two years and may be reappointed.

(2) The Auditors is required to examine the Society for about a year and make a statement or confirmation of the Annual General Meeting. They should also, if required at any time by the Chairman of the Society audited balance sheet for any period of time in their service and make a report to the Committee.

CLAUSE 12 TRUSTEE

(1) Three of the trustee over the age of 21 years can be elected at a general meeting and they are required to be served by the Society, to be entrusted with all of their fixed assets belonging to the Society by signing a Trust Deed (Deed of Trust).

(2) trustee shall not sell, withdraw or change any property belonging to the Society with no agreement and the powers conferred by the General Meeting of the Society.

(3) A trustee shall be deprived of office by the General Meeting by reason of ill due to illness, insanity, absence from the country or for other reasons that cause it can not perform its duties or job satisfaction. In the event of death, resignation or removal of a trustee, the vacancy shall be filled by a new trustee appointed in general meeting.

CLAUSE 13 INTERPRETATION OF LAW

(1) Among the ongoing meeting, the Committee shall give its interpretation of these laws and the Committee, if necessary, may decide on matters that are not contained in this law.

(2) Except for matters contrary to or inconsistent with the policies that have been made in the meeting, the decision of the Committee members shall be conclusive if not changed by the decision of the general meeting.

CLAUSE 14 ADVISORY / Patron

The Committee may, if necessary, appoint qualified persons to be the Patron of the Society, provided the person appointed shall express its consent in writing.

CLAUSE 15 PROHIBITION

(1) Gambling are mentioned below can not be played in the Society home: Roulette, Lotto, Fan Tan, Poh, Peh Bin, Belangkai, Pau Kau, Tau Ngau, Tien Kow, Chap Ji Kee, Sam Cheong, twenty one, One thirty, Sawu and half, all games of dice, banker's games, video games and all games that rely solely on luck;

(2) the Society or its members cannot try to prevent or interfere in any way is a business or the prices of goods or take part in the union movement as defined in the Trade Union Act, 1959;

(3) The Society shall not exercise the lottery whether confined to the members or not, on behalf of the Society or its officers or committee or members, without approval from the relevant authorities;

(4) "benefit" as described in Section 2 of the Societies Act 1966, shall not be granted by the Society to any member.

CLAUSE 16 LAW AMENDMENT

This law can not be altered or amended except by a decision of general meeting of members. Applications for changes or amendments to the law should be made to the Registrar of Societies within 60 days from the date of general meeting to approve the change or amendment and may only be enforced from the date of the change or amendment is approved by the Registrar of Societies.

CLAUSE 17 DISSOLUTION

(1) The Society may be dissolved voluntarily with the consent of not less than three fifths (3 / 5) of the members entitled to vote and present at a special general meeting called for it.

(2) If the Society shall be dissolved in the mentioned above, all debts and liabilities of the Society authorized by law to be paid and the balance remaining to be resolved in the manner agreed in the General Meeting.

(3) Statement in respect of the dissolution shall be submitted to the Registrar of Societies within 14 days from the date of dissolution.