PERSATUAN DOKTOR-DOKTOR PERGIGIAN SWASTA MALAYSIA
MALAYSIAN PRIVATE DENTAL PRACTITIONERS' ASSOCIATION
PPM 003 - 14- 08101968

CONSTITUTION

Amended Constitution Of The
Malaysian Private Dental Practitioners' Association -With Effect From 10 May 2025

Established Since 1968

Malaysian Private Dental Practitioners' Association
No. 525 Block A3, Leisure Commerce Square
9, Jalan PJS 8/9, 46150 Petaling Jaya
Selangor Darul Ehsan.
Email : mpdpa1@gmail.com
Web : www.mpdpa.org

CONSTITUTION

PERSATUAN DOKTOR-DOKTOR PERGIGIAN SWASTA MALAYSIA (THE MALAYSIAN PRIVATE DENTAL PRACTITIONERS ASSOCIATION)

CLAUSE 1 **NAME**

1. The Association shall be known as

PERSATUAN DOKTOR-DOKTOR PERGIGIAN SWASTA MALAYSIA (THE MALAYSIAN PRIVATE DENTAL PRACTITIONERS ASSOCIATION)

Hereinafter referred to as "the Association".

2. Meaning of name : **i)An Association for the benefit of the Private Dental Practitioners having their place of practice in Malaysia.**

ii)An Association dedicated towards the welfare and professional interests of Private Dental Practitioners across Malaysia

3. Level : **Kebangsaan**

CLAUSE 2 **ADDRESS**

1. The registered address is

525 BLOCK A3 LEISURE COMMERCE SQUARE 9 JALAN PJS 8/9
46150 PETALING JAYA
SELANGOR

or at such other place as may from time to time be decided by the Committee; and the postal address is

525 BLOCK A3 LEISURE COMMERCE SQUARE 9 JALAN PJS 8/9
46150 PETALING JAYA
SELANGOR

2. The registered and postal addresses shall not be changed without the prior approval of the Registrar of Societies.

CLAUSE 3 **OBJECTIVE**

i. To safeguard the honour of the Dental Profession and promote the interests of its members.

ii. To promote friendship and encourage mutual cooperation amongst its members.

iii. To hold periodical seminars for the discussion of scientific subjects, professional matters and social purposes.

iv. To enlighten the Public on matters regarding dental and oral health.

v. To support and promote a high standard of ethics and professional conduct.

vi. To provide opportunity to build leadership and organization skills.

CLAUSE 4 **MEMBERSHIP**

4.1) The Association shall have 5 categories of members. Life Member, Ordinary Member, Associate Member, Honorary Member and Affiliate Member.

a) LIFE MEMBER

i) Any ordinary member who has continuously been a member of the Association for twenty years (20 years) without a break in his or hers membership and having attained the age of 60 years can apply to the Council to update his or hers membership from ordinary member to life member.

ii) Ordinary members who have been a member in benefit for at least 5 years or more and have good standing may apply for life membership on payment of RM 1500 (One Thousand Five Hundred Ringgit) in one lump sum.

iii) There is no automatic admission to Life Membership.

iv) Application for life membership is to be approved by the Council.

b) ORDINARY MEMBER

i) Any registered Dental Practitioner may apply for ordinary membership and upon approval pay a sum of RM 50 as entrance fee and RM 100 as yearly subscription in advance.

ii) All ordinary and associate members shall pay the membership by the 31st of March, failing which they will be temporarily suspended till their payment is received by the 31st of December, following which they will be removed from their membership if the arrears of their membership fees is unpaid for the past two (2) years. They will be able to re-join in future as a new member upon payment of their arrears and after being approved by the Council.

c) ASSOCIATE MEMBER
Any (foreign) non Malaysian Dental Practitioner may apply for Associate membership upon approval and pay a sum of RM50 as entrance fee and RM 80 as

yearly subscription in advance.
They shall not be eligible to hold office in the Council and will have no voting rights.

d) HONORARY MEMBER
On the recommendation of the Council , any person who has rendered meritorious service to the dental profession or to the Association may be nominated and appointed as an Honorary Member by a resolution passed at the Annual General Meeting.

e) AFFILIATE MEMBER :
Shall be extended to all registered Dental Associations or Organizations registered with the Registrar of Societies of Malaysia. Members from such Organization or Association to have a valid APC.

4.2) Honorary, Associate and Affiliate Members shall be entitled to all the benefits and privileges of Ordinary Members, except that they shall not be eligible to hold office or to vote

4.3) Application for any membership of the Association shall be in the prescribed form and upon approval by the Council, the applicant shall be registered in the register of the Association as a member, after payment of the prescribed subscription

4.4) Every member admitted to the Association either as Life, Ordinary, Honorary, Associate, or Affiliate member shall abide by the Constitution of the Association and its regulations.

4.5) Members shall be entitled to attend all meetings and activities of the Association except that Honorary, Associate, Affiliate members are not permitted to attend the Annual General Meeting (AGM) the Extraordinary General Meeting (EGM) or have voting rights.

CLAUSE 5 **RESIGNATION AND TERMINATION**

5.1) Any member who wishes to resign from the Association shall give at least one (1) month notice in writing to the Honorary Secretary and shall pay all dues up to the month in which his / hers resignation takes effect.

5.2)Any member who wishes to resign from office or as a member of the Council of

the Association shall give at least two (2) months written notice and shall hand over to the President all the relevant documents, cash and all the other properties of the Association which is in the custody and/or control of such member to the satisfaction of the Council.

5.3) Any member who resigns from the Association shall not be entitled to the refund of any membership fee paid.

5.4) Any member who is expelled from the Dental Register shall automatically cease to be a member of the Association.

5.5) Any member who acts against the interest of the Association can be removed by a two-third majority at a General Meeting. However, notice of not less than fourteen days shall be given to that member, before the General Meeting at which the enquiry is to be held, and the implicated member shall have the liberty, if he/she so desires to attend that meeting for the purpose of explaining his conduct.

5.6) CESSATION OF MEMBERSHIP

A member of the Association shall automatically cease to be a member of the Association for one of the following reasons:

a)Upon his / her death, or
b)Upon failure to pay his subscription as mentioned under clause 6 subscription
c)Upon acceptance of his /her resignation
d)Upon expulsion as per clause 5.4
e)Upon insanity
f)Upon being declared as a bankrupt
g)If he /she forfeits by misconduct, disciplinary action, suspended, reprimanded or expelled by the Malaysian Dental Council.

5.7) NON-PAYMENT OF SUBSCRIPTION

i) The privileges of a member will be suspended immediately if his /her subscription is in default by March 31st.

ii) A member who fails to pay up subscription will be informed or reminded by the Secretary or Treasurer and given notice accordingly via email, electronic messaging or telephone call.

iii) Failure to pay up will subject the member to termination of membership. No further notice shall be required.

iv) Termination of membership shall be effective once affirmed by the Council.

5.8) REINSTATEMENT

i) A member who has resigned or has his /her membership terminated by default of subscriptions may appeal to the Council in writing for reinstatement.

ii) The decision of the Council shall be final provided his /her arrears of subscription from the year of termination has been settled.

5.9) REJECTION
The Council is empowered to reject any application for membership and is not obliged to entertain or respond to any correspondence nor give any reason to the applicant.

CLAUSE 6 **SOURCE OF INCOME**

A. Membership Fees.

(i)Entrance Fee RM50.00
(ii)Ordinary Member RM100.00
(iii)Associate Member RM80.00
(iv)Affiliate Member RM 100.00
(v)Life Member RM1,500.00

B. Sponsorship Fees
C. Advertisement Fees
D. Donations
E. Profits from events organised by MPDPA

6.1 An ordinary member who joins after the 1st July pays half the amount of the ordinary fee and the full amount of the entrance fee amounting to RM100.00 only.

CLAUSE 7 **GENERAL MEETING**

ANNUAL GENERAL MEETING

7.1) The Annual General Meeting of the Association shall be convened before the 31st of Dec each year.

7.2) At least one third of the total voting membership of the Association or twice the number of Council Members whichever is lesser must be present at the General Meeting for its proceedings to be valid and to consider a quorum.

7.3) If 30 minutes after the time scheduled for the meeting and a quorum is not present, the meeting shall be adjourned and reconvened in 14 days (2 weeks)

calculated from the day and time stated in the notice. If quorum is still not present, members shall have the authority to proceed with the business of the day but they shall not have the authority to amend the Rules and Constitution of the Association.

7.4) A notice of the AGM and agenda stating the date, time and venue and calling for motions for discussion, motions for amendments of the Constitution shall be sent by the Hon Secretary to all members twenty eight (28) days before the Annual General Meeting.

7.5)The Honorary Secretary shall post to all members at least fourteen (14) days before the Annual General Meeting date, the minutes of the preceding AGM and/or EOGM, if any, including motions, annual report and the audited financial report and accounts and where applicable the list of nominations for the incoming President and the Council Members, with any other matter(s) to be tabled for discussion at the Annual General Meeting.

7.6) Any matter, motion, nominations for the Council or appeal for consideration and decision shall be submitted by members in benefit to the Honorary Secretary, to reach him / her not later than twenty one (21) days before the Annual General Meeting date.

7.7) The business of the Annual General Meeting shall be to:

a) To consider and confirm, if any, the minutes of the preceding AGM and EOGM , if any.

b) To review the Annual Report of the Council for the preceding year and determine and adopt the policy of the Association for the ensuring year.

c) To consider and confirm the Audited Financial Report for the preceding year in accordance with Clause 10.

d)To consider and decide on any resolution(s) proposed by the Council in the agenda for a decision to be made.

e)To consider any other matter, motion or appeal from members of which notice in writing has been given in accordance with Clause 7.5

f)To elect biennially the Council comprising of President , Vice President, Hon. Secretary, Assistant Hon. Secretary, Hon Treasurer, Assistant Hon. Treasurer, Publications Secretary, 4 Elected Council Members, 4 Appointed Council Members and appoint 2 Internal Auditors.

g) To appoint Advisor if necessary.

h)To amend the Constitution, if necessary.
Subject to Clause 7.3 and Clause 16.

i) General Matters

EXTRA ORDINARY GENERAL MEETING
(EOGM)

i) EOGM shall be convened by the Hon Secretary upon instruction of the President and or Council when any questions of urgent importance arises and shall be bound to do so on receiving a written request signed by twenty members in benefit of the Association, together with a written resolution for which the meeting is desired.
ii) The convened resolution of EOGM shall not contravene the Constitution.

iii) EOGM shall be held at a venue decided by the Council within 30days of receipt of application.

iv) The Hon Secretary shall give a 7 day notice of EOGM together with the proposed Agenda to every member of the Association. Only matters for which the EOGM is called for shall be on the Agenda.

v) Only Ordinary and Life members of the Association can participate in the EOGM.

ELECTION

a) Term : 2 years

i) The President, Vice President, Hon Secretary, Assistant Hon Secretary, Hon Treasurer , Assistant Hon. Treasurer, Publications Secretary and 4 Ordinary Council Members shall be elected at the election year of the AGM and shall hold office for a term of 2 years.

ii) Any member who wishes to stand for the post of the President has to have had served 2 terms (4 years) in the Council.

iii) All officers of the Association and every officer performing executive functions in the Association shall be Malaysian citizens

iv) Should the post of the President fall vacant, the Vice President or candidate with the second highest vote shall take over office as acting President until the next Annual General Meeting.

v) 4 Ordinary Council Members shall be nominated by the President and his Council to hold office for a term of 2 years.

vi) Only members present at the AGM and those who have given prior written consent to the Hon.Secretary are eligible for election.

CLAUSE 8 **COMMITTEE**

8.1) Membership of The Committee.
The membership of the Committee shall be known as The Council and shall be elected at the Annual General Meeting and shall serve the Association for a term of two (2) years.

It shall consists of :
a)The President
b)The Vice President
c)The Immediate Past President
d)Honorary Secretary
e)Assistant Honorary Secretary
f)Honorary Treasurer
g)Assistant Honorary Treasurer
h)Publications Secretary
i)Four Elected Council Members
j)Four Nominated Council Members

8.2) Power of The Council
The Council shall have the following responsibilities and powers

i)To approve the membership of all applicants and reject any application without assigning any reasons for such rejections.

ii) To appoint sub-committee and to suspend or discontinue such Committees.

iii)To fill any vacancies that may arise in the Council.

iv) To implement all policy decisions by the General Meeting, including the nomination of four (4) Council Members.

8.3) Functions of the Council

i) It shall meet at least once in three (3) months at such a place or may be decided by the Council from time to time, when the President and his/her Council must be present for its proceedings to be valid and to constitute a quorum. The quorum for Council Meetings shall be eight (8) Council Members.

ii) To organise and supervise day to day activities of the Association and to make decisions on matters affecting its running within the general policy laid down by the General Meeting.

iii) To not act contrary to the express wishes of the General Meeting without the prior reference to it, and shall always remain subordinate to the General Meeting.

iv) To furnish the Annual Report and the Annual Financial Report at each Annual General Meeting on its activities during the preceding year.

v) The President may be removed from office by two thirds majority vote at an Extraordinary General Meeting called for that purpose. In the event of the removal, death or resignation of the President, the Vice President shall assume the duties of the President until the ensuing elections.

vi) Any member of the Council who fails to attend three (3) consecutive meetings of the Council Meetings without any satisfactory explanation shall be deemed to have resigned from the Council.

CLAUSE 9 **DUTIES OF OFFICE BEARERS**

9.1) DUTIES AND POWERS OF THE OFFICERS
i)To execute the policies of the Association.
ii)To interpret the Constitution which decision shall be final and binding on all members unless and until an appeal is made to the Annual General Meeting.
iii)To appoint four (4) ordinary members as Ordinary Council members.
iv)To authorize and approve every item of expenditure from the funds of the Association.
v)To appoint sub committees as may be necessary to assist in the management of the Association.

A) THE PRESIDENT
(i)The President shall take the chair at all General and Council meetings of the Association
(ii)The President shall have the casting vote.
(iii)The President shall carry out such duties as are assigned by the Council and this Constitution.
(iv)The President shall nominate four (4) ordinary members for approval by the Council to serve as Council Members
v) The President shall appoint members to fill any vacancies due to positions not filled at the Annual General Meeting or due to resignation.

(B)THE VICE PRESIDENT
All duties, powers and responsibilities of the President shall in his absence, devolve upon the Vice President.

C) THE IMMEDIATE PAST PRESIDENT
i) The Immediate Past President shall serve as a member of the Council upon completing his term as President.
ii) All duties, powers and responsibilities of the Vice President shall, in his absence, devolve upon the Immediate Past President.

D)THE HONORARY SECRETARY

i) It shall be the duty of the Hon. Secretary to conduct all correspondences and keep all books, documents and papers belonging to his or hers office in such form and manner as the Council may direct.

ii) To keep a record of membership, the record of attendance of meetings, send out notices of meetings of the Association and Council, record and preserve minutes of such meetings, and to perform such other duties pertaining to his / her office.

(iii) He / she shall prepare and forward the Annual Report and Returns and all other documents required by the Registrar of Societies (ROS) within sixty (60) days from the date of the AGM or EOGM.

iv)Upon retirement from his / her office, he/she shall hand over to his successor all books, correspondence, documents and other properties belonging to the Association which are in his/ her possession.

E)ASSISTANT HON. SECRETARY

(i)All duties, powers and responsibilities of the Hon. Secretary shall in his / her absence devolve upon the Assistant Hon. Secretary.

(ii)To assist the Hon. Secretary to keep a record of membership, the record of attendance of meetings, send out notices of meetings of the Association and Committee, record and preserve minutes of such meetings, and to perform such other duties pertaining to his /her office.

F)THE HON.TREASURER

i) The subscription shall be collected by the Treasurer and Assistant Treasurer who shall be in charge of such funds and shall keep account of all monies received and shall submit such periodical financial returns as the Council shall direct.

ii) He / She shall prepare the Annual Financial Statement to be audited by the internal auditors. He/she shall table the Audited Statement of Accounts at the Annual General Meeting

iii)Upon retirement from office he /she shall hand over to his / her successor all books, correspondence, documents, all funds and books of accounts and other properties belonging to the Association which are in his / her possession.

iv) All monies received by the Honorary Treasurer shall be deposited in the name of the Association in the bank. The account shall be operated by the Hon Treasurer, President and Hon. Secretary.

v)The Hon Treasurer is empowered to have a maximum of one thousand ringgit (RM1000) in cash for petty expenses.

vi) On a quarterly basis , the Hon.Treasurer shall prepare a statement of receipts and payments, income and expense and a balance sheet for the said period and to

be presented to the Council on a quarterly basis.

G) ASSISTANT HONORARY TREASURER

i) All duties, powers and responsibilities of the Hon. Treasurer shall in his absence devolve upon the Assistant Hon. Treasurer.

ii)To assist the Hon. Treasurer to have custody of all funds, accounts for same to the Association at its Annual Meeting or any other time, upon request by the Council and to perform such duties pertaining to his or her office.

H) PUBLICATIONS SECRETARY

i)The Publication Secretary shall publish the Association's Newsletter at least once a year.

ii)The publication secretary shall publish any other publications of the Association when directed by the Committee.

I) THE ORDINARY COUNCIL MEMBERS

The Elected and Appointed Council Members shall ensure effective governance by overseeing strategy, finances, and compliance. They shall actively participate in meetings, represent members, plan events, support fundraising, and facilitate communication. Their contributions are vital for the Association's success and impact

CLAUSE 10 **FINANCIAL PROVISION**

i)Subject to the following provisions in this rules, the Funds of the Association may be expended for the purpose necessary for the carrying out of its objectives,

including the expenses of its office bearers, and paid staff, and the audit of its accounts but they shall on no account be used to pay the fine of any member who may be convicted in a court of law.

ii)The Hon Treasurer is empowered to have a maximum of one thousand ringgit (RM1000) in cash for petty expenses. All money in excess of this sum shall within 7 days of receipt be deposited at a bank in the name of the Association.

iii) All cheques or withdrawal notices on the Association's account shall be signed jointly by the President and Treasurer or President and Secretary.

iv) No expenditure exceeding RM 300,000 at any one time shall be incurred without the prior sanction of the committee and no expenditure exceeding RM 500,000 in any one month shall be incurred without the prior sanction of a general meeting. Expenditure less than 200,000 at any one time may be incurred by the President together with the Secretary of the Treasurer.

v) At the end of each financial year (30th September), a statement of receipts and payments, income and expense and a balance sheet for the year shall be prepared by the Hon. Treasurer and by audited by the appointed Auditors.

vi)The financial year of the Association shall be from 1st October to 30th September.

CLAUSE 11 **AUDITORS**

i) Two (2) Internal Auditors who must not be members of the Council of the Association shall be appointed at the Biennial General Meeting. They shall hold office for two (2) years and may be re-appointed.

ii) Both Internal Auditors, acting together, shall be required to audit the books and accounts of the Association and they shall have access to all books and documents necessary for the completion of their audit.

iii) They may also be required by the President to audit the accounts of the Association at any period within their tenure of office at any date, and to submit a financial report to the Council accordingly.

CLAUSE 12 **PROPERTY ADMINISTRATOR**

i) All immovable properties belonging to the Association must be registered in the name of the Association and all documents and instruments related to such properties are true and enforceable as if they were perfected by a registered owner, provided that such documents are perfected by the Association's President,

Honorary Secretary and Honorary Treasurer and that the election of these Office Bearers is certified by the Registrar of Societies and has on it the seal of the Association.

ii))The Property Administrator shall not sell, withdraw or transfer any of the Association's property without the consent and authority of members at the AGM.

iii) The Association shall have power to purchase, acquire or to take upon lease for its purpose as an Association, any land or any building and subject to any written or other law which may be applicable to sell, exchange, charge or lease any such land or building which may be so purchased, acquired or leased upon consent given at the AGM.

iv)Notwithstanding anything herein contained to the contrary, the Association may register any real estate in its own name.

CLAUSE 13 **INTERPRETATION**

i. Between annual general meetings, the Council shall interpret the rules of the Association and when necessary, determine any point on which the rules are silent.

CLAUSE 14 **ADVISOR / PATRON**

The Council shall, if it deems fit and necessary appoint qualified person(s), to be the Advisor / Patron of the Association. The person(s) appointed must give his/ her (their) consent in writing.

CLAUSE 15 **PROHIBITION**

i)None of the following games shall be played in the premises of the Association, roulette, lotto, fan tan, poh etc, all games of dice, bankers' games, all video games and all games of mere chance.

ii)Neither the Association nor its members shall attempt to restrict or in any other manner interfere with the trade or prices or engage in any trade union activities as defined in the Trade Union Act 1959.

iii)The Association shall not hold any lottery, whether confined to it members or not, in the name of the association its office bearers or members without prior approval from authorities concerned.

iv)Benefits as mentioned under Section 2 of the Societies Act 1966 shall not be given by the Association to any of its members.

CLAUSE 16 **AMENDMENT OF CONSTITUTION**

i) Amendments to the Constitution shall be made at the Annual General Meeting of the Association.

ii)The proposed amendments to the Constitution shall be made in writing to the Hon. Gen. Secretary at least one week before the date of the Annual General Meeting.

iii)Any resolutions proposing amendments to the Constitution of the Association shall be null and void unless at least two thirds of the members present vote in favour of such resolution.

iv)Any amendments to the Constitution shall be forwarded to the Registrar of Societies within 28 days of being passed by the General Meeting.

v)No amendment shall take effect until such amendments have been approved by the Registrar of Societies.

CLAUSE 17 **DISSOLUTION**

The Association shall be dissolved when two thirds of the members present at the Extraordinary General Meeting vote in favour of the dissolution. In the event of the Association being dissolved, the assets if any, shall be transferred to any organization at a General Meeting. Notice of dissolution shall be forwarded to the Registrar of Societies within 14 days of its dissolution.

CLAUSE 18 **FLAG, LOGO AND BADGE**

1. Flag

Description
The flag of the Malaysian Private Dental Practitioners' Association (MPDPA consist of a figure of a Dental Surgeon (white) and patient (dark blue) symbolizing the field of dentistry and the Association's commitment to oral healthcare.

Colours used:
Dark Blue : Representing trust, professionalism, and stability.
White: For integrity, and The Association's commitment to ethical dental practices.
Red : Symbolizing passion and dedication of its members.

The arrangement of these colours and symbols reflects harmony, balance, and a sense of purpose, emphasizing the Association's role in bringing together the Private Dental Practitioners.

2. Logo



Description
The logo of the Malaysian Private Dental Practitioners' Association (MPDPA consist of a figure of a Dental Surgeon (white) and patient (dark blue) symbolizing the field of dentistry and the Association's commitment to oral healthcare.

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3. Badge



Description
The badge of the Malaysian Private Dental Practitioners' Association (MPDPA consist of a figure of a Dental Surgeon (white) and patient (dark blue) symbolizing the field of dentistry and the Association's commitment to oral healthcare.

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