

CONSTITUTION  
OF  
**PERSATUAN PING PONG MALAYSIA**  
(TABLE TENNIS ASSOCIATION OF MALAYSIA)

**ARTICLE 1      Name**

The Association shall be called “Persatuan Ping Pong Malaysia (Table Tennis Association of Malaysia)”.

**ARTICLE 2      Registered Address and Place of Business**

2.1      Registered Address

The Registered Address of the Association shall be at 4th Floor, 23-25, Jalan Jejaka 7, Taman Maluri, Cheras, 55100 Kuala Lumpur, Malaysia.

2.2      Place of Business

The Place of Business of the Association shall be at 4th Floor, 23-25, Jalan Jejaka 7, Taman Maluri, Cheras, 55100 Kuala Lumpur, Malaysia.

2.3      The Registered Address and Place of Business of the Association shall not be changed without the prior approval of the Executive Committee and will only take effect after procuring consent in writing of the Commissioner of Sports, Malaysia.

**ARTICLE 3      Definitions and Interpretations**

3.1      “Activity” shall mean activity conducted or organised by the Association to promote develop and safeguard the interests of the game.

3.2      “Annual General Meeting” shall mean a meeting required to be held by the Association once in every year pursuant to Article 11 of the Constitution.

3.3      “Association” shall mean Persatuan Ping Pong Malaysia (Table Tennis Association of Malaysia).

3.4      “Commissioner” shall mean the Commissioner of Sports, Malaysia appointed under Section 10 of the Sports Development Act, 1997.

3.5      “Executive Committee” shall mean the Executive Committee of the Association formed under Article 13 of the Constitution.

3.6      “Federal Territory” shall mean the three Federal Territories of Kuala Lumpur, Labuan and Putrajaya.

3.7      “Federal Territory Association” shall mean the legally constituted association recognised by the Association as responsible for controlling all matters connected with the game in the Federal Territories of Kuala Lumpur, Labuan and Putrajaya in which it exists include but not limited to Kuala Lumpur Table Tennis Association, Labuan Amateur Table Tennis Association and Putrajaya Table Tennis Association.

- 3.8 "Game" shall mean the game of table tennis.
- 3.9 "Members" shall mean the Ordinary Members and Associate Members of the Association as stated in Article 6 of the Constitution.
- 3.10 "State" shall mean any State in Malaysia.
- 3.11 "State Association" shall mean any legally constituted association recognised by the Association as responsible for controlling all matters connected with the game in the State in which it exists.
- 3.12 "Sub-Committee" shall mean sub-committee formed or appointed under Article 14.1 of the Constitution.
- 3.13 Words importing the singular number also include the plural number and vice versa and words importing the masculine gender, where appropriate, include the feminine or neuter gender.
- 3.14 In case of any doubt regarding the interpretation or construction of the Constitution or any clauses or words thereof, the decision of the Executive Committee shall be final and conclusive unless reversed by a resolution of a General Meeting.
- 3.15 Every member of the Association shall be bound by the directives, Rules and Bye-laws of the Association and shall be deemed to have full notice thereof whether he shall or shall not have obtained a copy thereof.

#### **ARTICLE 4 Objectives And Aims**

- 4.1 To promote develop and safeguard the interests of the game in Malaysia and to act as the coordinating body in all matters connected with the game.
- 4.2 To adopt the laws of the game which may be approved by the International Table Tennis Federation and to ensure that all members shall play the game under these laws only.
- 4.3 To maintain good terms with and to be in good standing with the international governing and regulatory body of the game.
- 4.4 To ensure that the Constitution of the Association and its rules are observed and abided by all its members.
- 4.5 To control and exercise jurisdiction over all activities in relation to the game in Malaysia and by representatives of Malaysia abroad.
- 4.6 To conduct its activities without discrimination as to sex, race, colour, religion, social origin, language, political inclination or any other opinion held by its members.
- 4.7 To ensure that the selection procedures for sportspersons, officials, coaches and any other person to represent Malaysia in the game are open and fair.
- 4.8 To ensure that its fully audited accounts with reports on all its activities and the use and disbursement of all its funds for its preceding financial

year be submitted to the Commissioner together with such other reports as the Commissioner may require.

- 4.9 To purchase, hold, or otherwise acquire any real and personal property or any interest in the same respectively, which shall be for the benefit of the Association, or calculated to promote or assist in the promotion of any of the objectives of the Association.
- 4.10 To undertake such business or trade activities permissible under the Laws of Malaysia for the purpose of reinforcing the financial standing of the Association.
- 4.11 Generally to assist, coordinate and control all members and to decide all doubtful or disputed questions as to the laws and all matters in connection with the game.

## **ARTICLE 5 Logo**

The logo of the Association embodies a table tennis racket and two feathers. The two feathers denote the unity and strength of the members. The racket symbolizes the game and the capital letters "TTAM" denote "Table Tennis Association of Malaysia'.

## **ARTICLE 6 Membership**

### **6.1 Ordinary Members**

All legally constituted State Associations and Federal Territory Associations shall be eligible for affiliation to the Association as ordinary members.

### **6.2 Associate Members**

All legally constituted national sports organisations acceptable to the Executive Committee shall be eligible to apply for admission as associate members. An associate member shall have no vote at the Annual General Meeting or Extraordinary General Meeting of the Association.

6.3 Application for affiliation shall be made to the Honorary Secretary of the Association and submitted to the Executive Committee for approval.

6.4 The entrance fee and the first annual affiliation fee shall be payable upon application for affiliation.

6.5 Each member shall once in every year, as soon as possible after its Annual General Meeting forward to the Honorary Secretary of the Association its Annual Report, a list of its office-bearers together with the address of its Honorary Secretary and a full list of its affiliates.

6.6 It shall be the duty of the members to report immediately to the Association any change in the name and/or address of their Honorary Secretary.

6.7 All members are allowed to take part or participate in the activities conducted or organised by the Association.

6.8 Each member is entitled to receive a copy of the Constitution free of charge at the time of affiliation.

**ARTICLE 7 Entrance Fee**

- 7.1 The entrance fee shall be Ringgit Malaysia One Thousand (RM1,000-00) only for each member payable upon application for affiliation.

**ARTICLE 8 Annual Affiliation Fee**

- 8.1 The annual affiliation fee shall be Ringgit Malaysia Two Hundred (RM200.00) only payable on or before the 31st day of January of each year.
- 8.2 A member whose annual affiliation fee is not paid by the end of March of the current year shall cease to be affiliated to the Association.
- 8.3 A member who has ceased to be a member under this Article may be readmitted to membership of the Association at the discretion of the Executive Committee and upon such terms and conditions as the Executive Committee shall decide.

**ARTICLE 9 Withdrawal Suspension and Expulsion of Members**

- 9.1 Any member wishing to withdraw its membership from the Association shall give notice in writing of its intention to the Executive Committee on or before 30th day of September of the current year, otherwise it shall still be liable to pay for the annual affiliation fee for the ensuing year.
- 9.2 The Disciplinary Committee of the Association may at any time suspend for any period of time and/or may after due notice and enquiry expel any member of the Association for a breach of any of the directives issued or infringement of the Constitution Regulations and Bye-laws of the Association or on the ground of any misconduct or indiscipline whatsoever which in the opinion of the Disciplinary Committee is injurious to the interest of the Association. Any member wishing to appeal against such suspension or expulsion shall within the period of fourteen (14) days of the date of notice of suspension or expulsion appeal in writing to the Executive Committee whose decision shall be final and conclusive.

**ARTICLE 10 General Meeting**

- 10.1 General Meeting is the highest and overriding body of the Association premised upon its objectives and aims.
- 10.2 Each member shall be entitled to appoint one (1) delegate and one (1) observer to attend the General Meetings of the Association.
- 10.3 The Honorary Secretary of each member shall not less than seven (7) days prior to any such meeting notify the Honorary Secretary of the Association in writing of the names of its delegate and observer to the meeting.
- 10.4 The President shall preside at all General Meetings. In his absence, the Deputy President shall take the Chair. If neither the President nor the Deputy President is present, one of the Vice Presidents shall preside and if none of them present, then the meeting shall elect its own Chairman.

- 10.5 At all General Meetings, every delegate appointed by the Ordinary Member who has paid up its annual affiliation fee for the current year and present shall have one vote. The delegates appointed by the Associate Members though present shall not be entitled to any vote. The President shall be entitled to a vote notwithstanding that he is not a delegate of an Ordinary member. In case of equality of votes, the Chairman of the meeting shall have a casting vote.
- 10.6 All voting shall be on a show of hands unless a ballot voting is called for by a delegate entitled to vote thereat and duly seconded. Voting by proxy shall not be allowed.
- 10.7 At any meeting, a declaration by the Chairman that a resolution has been carried or carried by a particular majority or not carried by a particular majority shall be conclusive.

#### **ARTICLE 11 Annual General Meeting**

- 11.1 An Annual General Meeting of the Association shall be held once in every year before 30 June on a date and at a time and place to be fixed by the Executive Committee. At least twenty-one (21) days' notice in writing of the Annual General Meeting shall be given by the Honorary Secretary to all the members. The notice shall be accompanied with the agenda of meeting together with copies of all documents mentioned in the agenda.
- 11.2 The agenda of the Annual General Meeting shall consist of :-
  - 11.2.1 To confirm the minutes of the last Annual General Meeting and of any Extraordinary General Meeting held since the last Annual General Meeting;
  - 11.2.2 To receive the Annual Report of the Association;
  - 11.2.3 To receive and if approved to pass the duly audited Annual Accounts of the Association for the preceding year;
  - 11.2.4 Where applicable, to elect the Office-Bearers of the Executive Committee referred to in Article 13.2.1; 13.2.2; 13.2.3; 13.2.5; 13.2.6; 13.2.7 of the Constitution for a term of four (4) years during the election year;
  - 11.2.5 Where applicable, to appoint two (2) Auditors in accordance with Article 18.1 of the Constitution for a term of four (4) years during the election year;
  - 11.2.6 To transact any other business of which the Honorary Secretary shall have been notified in writing by the members at least seven (7) days before the meeting.
- 11.3. The quorum for the Annual General Meeting shall be one-third (1/3) of the total numbers of Ordinary Members who have duly paid up their annual affiliation fee for the current year. If a quorum is not present within one (1) hour of the time appointed for the holding of the meeting, the meeting shall stand adjourned to the same day in the next week at the same time and same venue or such other venue as shall be decided by a majority of those present and entitled to vote at the meeting and if at such adjourned meeting, a quorum is not present within one (1) hour of the time

appointed for the holding of the meeting, the meeting shall proceed to transact any business other than alteration of the Constitution of the Association.

- 11.4 The Honorary Secretary shall dispatch to all the members and the Commissioner minutes of the Annual General Meeting within thirty (30) days after the conclusion of the meeting.

## **ARTICLE 12 Extraordinary General Meeting**

- 12.1 Extraordinary General Meeting of the Association may be convened:-

12.1.1 whenever deemed expedient by the Executive Committee or the President;

12.1.2 upon receipt of a requisition in writing to that effect given by at least one-half (1/2) of the total numbers of Ordinary Members specifying the object of the proposed meeting.

- 12.2 The Executive Committee shall convene the Extraordinary General Meeting requisitioned to be held within thirty (30) days from the date of receipt of requisition.

- 12.3 The Honorary Secretary of the Association shall serve notice of the Extraordinary General Meeting together with its agenda to all the members not less than twenty-one (21) days before the date fixed for the meeting.

- 12.4 If the Executive Committee fails to convene an Extraordinary General Meeting in accordance with the requisition within thirty (30) days of the service of such requisition, the requisitioning members may convene an Extraordinary General Meeting within sixty (60) days of such service.

- 12.5 The quorum for the Extraordinary General Meeting shall be one-third (1/3) of the total numbers of Ordinary Members who have duly paid up their annual affiliation fee for the current year. The meeting shall be dissolved if a quorum is not present within one (1) hour from the time appointed for holding the meeting and no Extraordinary General Meeting shall be convened at the requisition of members for the same object within three (3) months thereafter.

## **ARTICLE 13 Executive Committee**

- 13.1 The affairs of the Association including its funds and properties shall be directed, managed and administered by the Executive Committee of the Association all of whom shall be elected at the Annual General Meeting or otherwise appointed as provided herein.

- 13.2 The Executive Committee shall consist of the following Office-bearers :-

13.2.1 One (1) President

13.2.2 One (1) Deputy President

13.2.3 Three (3) Vice Presidents elected in the Annual General Meeting

- 13.2.4 Not more than twelve (12) Vice Presidents appointed by the President
  - 13.2.5 One (1) Honorary Secretary
  - 13.2.6 One (1) Assistant Honorary Secretary
  - 13.2.7 One (1) Honorary Treasurer
  - 13.2.8 Ordinary Executive Committee Members comprising of one (1) representative from each member.
- 13.3 All Office-bearers referred to Articles 13.2.1; 13.2.2; 13.2.3; 13.2.5; 13.2.6 and 13.2.7 of the Constitution shall be elected from among the delegates attending the Annual General Meeting and entitled to vote thereat or nominees of the Ordinary Members provided prior written consent of the nominees concerned has been given to the Honorary Secretary of the Association.
- 13.4 The President shall be entitled to appoint from time to time, with the consensus of the Executive Committee, such numbers of Vice President, not exceeding twelve (12), whose shall hold office with that of the President concurrently.
- 13.5 Each member shall be entitled to nominate one (1) representative as the Ordinary Executive Committee Member.
- 13.6 All Office-bearers of the Executive Committee and Sub-Committees :-
- 13.6.1 shall be Malaysian citizens;
  - 13.6.2 shall be eighteen (18) years of age or above;
  - 13.6.3 shall not be undischarged bankrupts;
  - 13.6.4 shall not have been a subject of disciplinary action by any sports body within a period of five (5) years immediately preceding the election or appointment;
  - 13.6.5 shall not have been convicted any criminal offence within a period of five (5) years immediately preceding the election or appointment, and
  - 13.6.6 shall be of sound mind.
- 13.7 All Office-bearers shall hold office for a term of two (2) years. A retiring Office-bearer shall be eligible for re-election or re-appointment.
- 13.8 Any vacancy occurring, except the President, may be filled by the Executive Committee and any one elected or appointed to fill up such vacancy shall hold office with that of other Office-bearers of the Executive Committee concurrently and shall be eligible for re-election or appointment.

## **ARTICLE 14 Powers and duties of the Executive Committee**

The duties of the Executive Committee shall be to manage the affairs of the Association and act as the coordinating and controlling body in all matters connected with the game and in addition to the powers hereinbefore or hereinafter specifically conferred upon it, shall have the powers :-

14.1 to appoint the following Sub-Committees :-

- 14.1.1 An Executive Board
- 14.1.2 A Development Committee
- 14.1.3 A Technical Committee
- 14.1.4 A Selection Committee
- 14.1.5 A Disciplinary Committee
- 14.1.6 Such other Sub-Committees as it may consider necessary

and to make and formulate rules and regulations to regulate the tenures, power, duties and functions of the Sub-Committees;

14.2 to delegate all or any of their powers to the Sub-Committees and may from time to time revoke such delegation, if deemed necessary;

14.3 to control the finance and expenditure of the Association and to engage, control and dismiss employees of the Association and generally to control manage and administer the affairs of the Association;

14.4 to fill any vacancy which occurs in any office, except that of the President. The President, in the case of vacancy, shall be elected at a General Meeting and the President so elected shall hold office with that of other Office-bearers of the Executive Committee concurrently and shall be eligible for re-election;

14.5 to enforce and implement all policies decisions and resolutions of the General Meetings;

14.6 to make amend or repeal rules, regulations and bye-laws of the Association for discussion and adoption in the General Meetings;

14.7 to adjudicate and decide on appeals against the decisions of the Disciplinary Committee;

14.8 to decide all doubtful or disputed questions arising out of or covered by any rule or bye-laws and all matters in connection with the game and such decision shall be final and conclusive unless and until reversed by a General Meeting of the Association;

14.9 to make bye-laws and regulations and control all Championship Tournaments other than local State Tournaments.

## **ARTICLE 15 Duties and Powers of Office-Bearers**

15.1 President

The President shall have the duties and powers;-

- 15.1.1 to execute all the decisions of the Association;



- 15.1.2 to represent the Association;
- 15.1.3 to convene and to preside at all general meetings and meetings of the Executive Committee;
- 15.1.4 to direct the working of the various standing or sub-committees and all the affairs of the Association;
- 15.1.5 to sign all the documents provided that he may delegate such authority to one or more members of the Executive Committee;
- 15.1.6 to appoint not more than twelve (12) Vice Presidents from time to time to hold office with that the President concurrently, and
- 15.1.7 to discipline members of the Association.

## 15.2 Deputy President

The Deputy President shall assist the President in all his duties and deputise the President in the management of the Association in the latter's absence. In the event of a vacancy of the President, the Deputy President shall be the acting President until a new President is elected.

## 15.3 Vice Presidents

The Vice Presidents shall assist the President and Deputy President in all their duties. During the absence of the President and Deputy President, a Vice President shall act on their behalf.

## 15.4 Honorary Secretary

The Honorary Secretary shall have the duties and powers :-

- 15.4.1 to undertake the management and administration of the affairs of the Association in accordance with the Constitution and to implement and carry out all directives of the General Meetings and meetings of the Executive Committee;
- 15.4.2 to keep and maintain all documents books and records of the Association other than the financial accounts books and records;
- 15.4.3 to attend all meetings of the Executive Committee and make minutes of the meetings;
- 15.4.4 to make all necessary returns to the Commissioner pursuant to the Sports Development Act, 1997 within thirty (30) days of the conclusion of the General Meeting of the Association.

## 15.5 Honorary Assistant Secretary

The Honorary Assistant Secretary shall assist the Honorary Secretary in all his duties when called upon to do so or perform the Honorary Secretary General's duties in his absence.

## 15.6 Honorary Treasurer

The Honorary Treasurer shall be responsible to make collection of the annual affiliation fees, keep and maintain accounts and all financial records of the Association.

15.7 Ordinary Executive Committee Members

Ordinary Executive Committee Members will take part in all meetings of the Executive Committee and discharge duties as directed by the President.

**ARTICLE 16 Meetings of the Executive Committee**

16.1 The Executive Committee shall meet as often as may be necessary but not less than twice a year. Seven (7) days' prior notice in writing of the meeting shall be given to all the Office-Bearers of the Executive Committee unless shorter notice in the opinion of the President is deemed expedient. The meeting may be called at any time by the President himself or by at least eight (8) Office-Bearers of the Executive Committee.

16.2 Eight (8) Office-Bearers of the Executive Committee present shall form a quorum. If a quorum is not present, the meeting shall stand adjourned to the same day in the following week at the same time and place. At the adjourned meeting, those present shall form a quorum.

16.3 Each Office-Bearer shall be entitled to one vote and in case of equality of votes, the Chairman shall have a casting vote. No proxy voting is allowed.

**ARTICLE 17 Financial Provisions**

17.1 The finance of the Association may be derived from :-

- 17.1.1 Entrance fees and annual affiliation fees;
- 17.1.2 donations and sponsorships;
- 17.1.3 grants from the Government or other Statutory Bodies;
- 17.1.4 proceeds from the business activities of the Association, and
- 17.1.5 other sources of income permissible under the Laws of Malaysia.

17.2 The income derived shall be used to meet the objectives and aims of the Association and its members under the Constitution.

17.3 All cheques shall be signed by the Honorary Treasurer and countersigned by either the President or the Honorary Secretary.

17.4 No expenditure exceeding Ringgit Malaysia Five Hundred Thousand (RM500,000-00) only for any one activity shall be incurred without the prior sanction of a General Meeting.

17.5 No expenditure exceeding Ringgit Malaysia One Hundred Thousand (RM100,000.00) only for any one activity shall be incurred without the prior sanction of the Executive Committee.

17.6 No expenditure exceeding Ringgit Malaysia Ten Thousand (RM10,000-00) only for any one activity shall be incurred without the prior sanction of the Executive Board.

- 17.7 Expenditure of Ringgit Malaysia Ten Thousand (RM10,000-00) only or such lesser sum for any one activity may be incurred by the Honorary Treasurer together with the President or the Honorary Secretary.
- 17.8 The Honorary Treasurer may keep petty cash not exceeding Ringgit Malaysia Three Thousand (RM3,000-00) only at any one time and money in excess of this sum shall be deposited into the Association's Bank Account.
- 17.9 As soon as possible after the end of each financial year, a statement of receipt and payment and a balance sheet for the year shall be prepared by the Honorary Treasurer and audited by the Auditors in accordance with the Constitution. The accounts duly audited shall be tabled for approval and adoption at the next annual general meeting and copies thereof shall be circulated to all the members of the Association.
- 17.10 The financial year of the Association shall commence from 1 January and end at 31 December each year.

#### **ARTICLE 18 Auditors**

- 18.1 Two (2) persons, who shall not be Office-bearers of the Association, shall be appointed by the general meeting as honorary auditors of the Association. They shall hold office for four (4) years and may be re-appointed.
- 18.2 The duties of the auditors are to audit the accounts of the Association and to prepare a financial report for the annual general meeting.
- 18.2 The General Meeting of the Association, if thought fit, may also appoint a firm of licensed auditors to carry out the audit for the Association.

#### **ARTICLE 19 Property and Trustees**

- 19.1 The Association may acquire and/or deal in land and building and other immovable property either by purchase or otherwise and may charge, sell, transfer or otherwise deal with such land and building and other immovable property subject to prior approval of the General Meeting. All land and building and other immovable property of the Association shall be registered in the name of Table Tennis Association of Malaysia.

#### **ARTICLE 20 Patrons**

- 20.1 The Executive Committee may appoint any person who has done outstanding or meritorious service for the Association or any person whom it considers appropriate as Patron or Patrons of the Association.
- 20.2 A Patron shall enjoy all the amenities and privileges of the Association.

#### **ARTICLE 21 Amendments of the Constitution**

- 21.1 The Constitution shall not be amended or modified save by resolution of a General Meeting provided no such resolution shall be deemed to have been passed unless it be carried by at least five (5) delegates present and

entitled to vote or a majority of at least two-thirds (2/3) of the delegates present and entitled to vote, whichever is the greater

- 21.2 Application for amendments to the Constitution shall be made to the Commissioner within thirty (30) days from the General Meeting sanctioning the amendments. Such resolution shall not become operative until the amendments have been approved by the Commissioner.

## **ARTICLE 22 Prohibitions**

- 22.1 No premises of the Association shall be used for any form of gambling or activities against the Laws of Malaysia.
- 22.2 The Association shall not attempt to restrict or in any manner interfere with the trade or price or engage in any Trade Union activities as defined in the Trade Union Ordinance, 1959.
- 22.3 The Association shall not hold any lottery, whether confined to its members or not, in the name of the Association or its Office-bearers without first obtaining approval of the General Meeting and the relevant authority or authorities.
- 22.4 The Association shall not engage take part participate or otherwise involve in any political activity or permit the name of the Association to be used in any issues connecting to politic or political parties.
- 22.5 No Official, Player and Team of any member shall take part in any foreign tours, tournaments exhibitions or conferences without the prior approval of the Association in writing.

## **ARTICLE 23 Dissolution**

- 23.1 The Association may only be dissolved by a resolution of the General Meeting convened specifically for this purpose and passed with a majority of at least three-fourth (3/4) of the total numbers of the Ordinary Members.
- 23.2 In the event of a resolution of the General Meeting being passed to dissolve the Association as provided herein, the Association shall proceed to realise all its assets and properties and after discharging all the debts and liabilities legally incurred on behalf of the Association, to surrender the remainder to Pemegang Amanah Raya Malaysia and upon the completion thereof, the Association shall be dissolved.
- 23.3 Notice of dissolution shall be forwarded to the Commissioner within fourteen (14) days from the date of its dissolution.

## **ARTICLE 24 Notices**

Unless otherwise provided herein, any notices to be given to the members may be given by sending them post paid through the ordinary post addressed to such members at their last known addresses in Malaysia and shall be deemed to have been duly given on the expiration of three (3) days following that on which such notices or the envelopes or wrappers containing the same were posted.