

PHYTOCHEMICAL SOCIETY OF ASIA
(constitution and by-laws)

1. Name

The Society shall be known as the *Phytochemical Society of Asia*

2. Aims and Objectives

To promote the growth and advancement in the research of natural products from the flora and fauna of the region

To educate and enlighten the public on matters related to natural products

To actively promote collaborative research between scientists within the region and encourage collaboration with scientists from outside the region.

In furtherance of the above objectives the Society shall:

Organize scientific meetings and training

Cooperate with other organizations pursuing similar aims

Procure to be written and print, publish, issue and circulate reports or periodicals, books, leaflets, or other documents

Provide a forum for the interaction and training of young scientists in the region

Obtain and receive funds by way of contribution, donations and grants for the purpose of running various activities through lawful methods

3. Membership

Membership of the Society shall be open to individuals or institutions who are interested in the aims and objectives of the society without restriction as to sex, nationality, race or religion

Application for membership shall be forwarded to the Secretary General who shall submit it to the Council for approval. The Council may at its discretion reject any application without assigning any reason therefor.

Every applicant whose application has been approved shall, upon payment of the prescribed annual subscription fee, be admitted as a member of the Society and shall be entitled to all the benefits of the membership.

Types of membership shall be regular members, student members, honorary members, emeritus members, institutional members, and life members

Regular membership is open to any individual interested in the objectives of the Society

Student membership is open to persons who are, at the beginning of the Society's financial year, attending a full time course of study at an institution of higher learning. Student members do not have voting rights.

Honorary members are selected by the Council of the Society on the basis of meritorious service in the field related to natural products. Their nomination follows proposal by at least five members and approval by a two-thirds majority of the Council. Honorary members do not have voting privileges and are exempted from paying membership fees.

Life members is an award or recognition bestowed on members by the Council of the Society on the basis of meritorious service and contributions for the advancement of the Society. Life members are entitled to all the privileges of regular members for life and are exempted from paying membership fees.

Institutional membership is open to only related societies and can be represented by only one person and have the privileges like any regular member.

Termination of membership

Any member is entitled to give notice to the termination of his/her membership via a written declaration to the Council. Such termination becomes effective immediately without any refund of membership fees

If a member shall fail to pay his/her dues within three (3) months after it expires, the Secretary General shall send the member concerned a written notice calling him/her to pay within two (2) months of the date of the written notice. If he/she shall fail to pay his/her subscription then the membership shall terminate without further notice. However, in cases where the Council is satisfied that failure to pay a subscription arose through genuine error, a member shall at the discretion of the Council be reinstated provided the subscription is brought up to date.

Membership Fees

Regular and student members of the Society are required to pay an annual membership fee

Regular	US\$20.00
Student	US\$10.00
Institutional	US\$40.00

Such rates may be altered subject to the members at a General Assembly. The financial year of the Society shall be from 1st January to 31st December of the same year. Subscriptions shall be deemed payable on 1st January each year, or in the case on a new member, on the date of which election to membership is notified.

Benefits of Members

- continuous information on activities of the Society;
- reduced conference fee at scientific meetings organized by the Society;
- reduced subscription rate for publications undertaken by the Society.

4. General Assembly

An annual general assembly shall be convened annually on notification from the Secretary General at least 4 weeks before the meeting together with an agenda including copies of minutes and reports.. The meeting shall coincide with a scientific meeting organized or co-organized by the Society.

Reports of the Secretary General and the Honorary Treasurer and accounts for the year shall be reported at the annual general assembly and election of Council members shall be made.

At least one half of the total voting membership of the Society or the voting members represent twice the number of council members must be present at a general meeting for its proceedings to be valid and to constitute a quorum.

The meeting makes a decision by a simple majority votes cast, with exception of changes to the bylaws, for which a majority of two-thirds is required. Absent members may not be presented by proxy during casting of the ballots.

5. Elected Officers

The elected officers of the Society shall come from regular members only consisting of the President, Vice President, Secretary General, Honorary Treasurer, and six regional representatives (*regions*: ASEAN, Central Asia, East Asia, Pacific, South Asia, West Asia).

Names of the office bearers shall be proposed and seconded and election will be by a simple majority vote.

The office of Vice President shall be considered as President-elect. The Vice President shall automatically succeed the President when his term of office expires or at any prior time when it is vacated.

All council members shall be eligible for re-election every two years except for the President and Vice-President.

The Founding President may be elected for a second term once.

No individual shall hold more than one elected post at any one time.

6. Council

The society is managed by a Council consisting of the following

President	Secretary General
Treasurer	Immediate Past President
Vice President	Six regional representatives

The Council shall have the power to appoint a member of the Society to fill any vacancy of the Council until the next annual general assembly, and to co-opt additional temporary members and to appoint committees for special purposes.

The function of the Council is to organize and supervise activities of the Society and to make decisions on matters affecting its running within the general policy laid down by the general assembly.

The Council shall meet at least once annually and 4 weeks notice of the meeting shall be given to the members. At least one half of the council members must be present for its proceedings to be valid to constitute a quorum.

Where any urgent matter requiring the approval of the Council arises and it is not possible to convene a meeting, the Secretary General may obtain such approval by means of a circular (letter or e-mail).

7. Financial Provisions

All funds and property of the Society shall be under the control of the Council.

The account of the Society shall be audited by two members elected at the annual general assembly.

In the event that the Society is dissolved for any reason, all monies standing in the credit of the Society shall be handed to any charitable cause as decided by a general assembly, and after all debts and liabilities have been discharged.

7. Amendment of the rules of the Society

This can only be done by a general assembly and then only when two thirds of those members voting are in favour.

8. Dissolution

The Society may be voluntarily dissolved by a resolution of not less than three fifths of the total membership.