

Constitution of the ISPOR-Malaysia Chapter

Article 1: Name

1. The name of this organization is the International Society of Pharmacoeconomics and Outcomes Research Malaysia Chapter, herein referred to as ISPOR-Malaysia

Article 2: Mission

The mission of the ISPOR-Malaysia is to:

1. Provide an environment where researchers, healthcare practitioners, and decision-makers interested in pharmacoeconomics and outcomes research can share knowledge at a country level.
2. Serve as a bridge in bringing together country researchers, healthcare practitioners, and decision-makers interested in pharmacoeconomics and members of the pharmaceutical industry, health-related organizations, and academia.
3. Act as a resource at a local level for individuals interested in pharmacoeconomics and outcomes research.
4. Provide an opportunity for country-specific chapter members to become more familiar with the activities of ISPOR as well as participate in its activities.

Article 3: Affiliation

1. This ISPOR-Malaysia maintains affiliation as a component chapter of the International Society of Pharmacoeconomics and Outcomes Research (ISPOR).

Article 4: Membership

1. Active membership is open to any individual (in the country or province) interested in the Society and supports the mission of the Society.
2. At least three of the officers are ISPOR members.
3. There will be an ongoing membership recruitment program to encourage membership into the Chapter as well as the Society.

Article 5: Organization

1. The ISPOR-Malaysia Executive Committee should have at least the following officers: President, Deputy President, Honorary Secretary, Assistant Secretary, and Treasurer. The duties and responsibilities should be as defined in Article 7.

2. The active members of ISPOR-Malaysia shall elect the ISPOR-Malaysia Executive Committee officers. Elections are to be held at the same time each year according to the rules and procedures outlined in Article 8.
3. The ISPOR-Malaysia Executive Committee officers hold their respective positions for a term of two years, or for the remainder of a term when filling a vacancy.

Article 6: Procedures

1. ISPOR-Malaysia is governed by this constitution.
2. ISPOR-Malaysia is a recognized organization in the country and complies with local governmental policies.
3. ISPOR-Malaysia holds general meetings during the year. Special executive meetings are held at the discretion of the executive officers.
4. Any member or officer of the ISPOR-Malaysia may initiate a constitutional amendment. Procedures for amending this Constitution are outlined in Article 9.
5. Each ISPOR-Malaysia executive officer or member exercises one vote.

Article 7: Duties of Officers

Each officer should be elected for a term of two years.

President

The President of ISPOR-Malaysia:

1. Conducts and presides over all meeting of ISPOR-Malaysia.
2. Represents ISPOR-Malaysia when called upon to do so.
3. Appoints an individual to any office that becomes vacant subject to the ISPOR-Malaysia Executive Committee approval.
4. The office of the President is open to any member of ISPOR-Malaysia.
5. Provides a report of activities and financial transaction to the ISPOR Board of Directors annually.

Deputy President

The Deputy President of ISPOR-Malaysia:

1. Conducts and presides over all meetings of ISPOR-Malaysia in the absence of the President.
2. Assists the President with the responsibilities of ISPOR-Malaysia.

3. The office is open to any member of ISPOR-Malaysia.

Honorary Secretary

The Secretary of ISPOR-Malaysia:

1. Records the minutes of ISPOR-Malaysia meetings. An official copy of the minutes should be kept in the ISPOR-Malaysia records and a copy emailed to: mdsmith@ispor.org
2. Handles ISPOR-Malaysia correspondence as necessary
3. Keeps and maintains the ISPOR-Malaysia records.

Assistant Secretary

1. Assists the Honorary Secretary with the responsibilities of ISPOR-Malaysia

Treasurer

1. Is responsible for any financial transactions of ISPOR-Malaysia
2. Keeps and makes available to the members of ISPOR-Malaysia and the ISPOR Board of Directors a record of all monies received and spent by ISPOR-Malaysia.
3. Reports the financial status of ISPOR-Malaysia at meetings.
4. Assists the President in the preparation of an annual budget.
5. Oversees the financial activities of ISPOR-Malaysia.

Article 8: Election Procedures

1. The active members of ISPOR-Malaysia shall elect the ISPOR-Malaysia executive officers.
2. The ISPOR-Malaysia Executive Committee (President, Deputy President, Honorary Secretary, Assistant Secretary and Treasurer) appoints an Election Committee.
3. The Election Committee solicits nominations.
4. Elections are held.
5. The new ISPOR-Malaysia President informs the ISPOR Board of Directors of the newly elected officers. The names of the newly elected officers are emailed to: mdsmith@ispor.org.

Article 9: Amendments

1. Any active member or officer of ISPOR-Malaysia may propose constitutional amendments.

2. A proposed amendment to this or new Constitution should become binding after receiving a two-thirds majority of the total voting membership of ISPOR-C.

Article 10: Indemnification

1. ISPOR-Malaysia will indemnify ISPOR from liability for injury or damage, cost or expense resulting from or which arises out of or in connection with the use by ISPOR-Malaysia of the ISPOR name, logo, or arising from the relationship or affiliation between the parties.