

MINUTES OF THE 33RD ANNUAL GENERAL MEETING OF THE INSTITUTE OF MATERIALS, MALAYSIA (IMM) HELD ON 17TH MARCH 2023 AT 3.00 P.M. VIA ONLINE (USING ZOOM)

The meeting was called to order by the President, Dato' Dr. Ir. Ts. Haji Mohamad Abdul Karim Abdullah (HF-7442), he thanked and welcomed IMM members to the 33rd Annual General Meeting of the Institute of Materials, Malaysia. A total of 30 members and 1 observer were recorded in attendance as per the list attached in **Appendix A**.

1. ADOPTION OF THE AGENDA

The meeting agenda was proposed to be accepted by Ts. Dr. Chew Khoo Hee (F-4355) and seconded by Ir. Ts. Dr. Tan Kim Seah (O-9888).

2. PRESIDENT'S ADDRESS

The President expressed that in 2022, there are proud achievements and various challenges that need to be improved as well as dissatisfaction that has been taken up by the IMM Secretariat and the chairman of the respective committees.

The Institute of Materials, Malaysia has the ultimate intention to combine expertise and professionalism within academia and industry practitioners. These two expert groups have gathered in IMM.

The President expressed his opinion that we are now in the post-covid phase. However, there are constraints that are obstacles to IMM's activity. He also mentioned the world's economy and politics are now divided into 2 major blocks, the European-American and Russian-China union. We as members of Asian countries have a neutral stand because we do not have the capability to lead the new block in terms of economics and politics.

The President mentioned IMM needs to contribute not only at the domestic level but also at the global level. Now, with the IMM's achievements from management and support from IMM members, the current IMM's financial situation has been able to generate a surplus.

The President also mentioned that IMM needs to intensify other programs in order to activate the existence of IMM in the community widely. In addition, with the current situation having more flexibility, the President hopes that more physical activities and interaction can be carried out as before.

Finally, the President hopes that the spirit and motivation between members will grow stronger and intact to adapt to the technological changes in the future in terms of academia and industry to remain relevant and able to compete with other professionals.

3. REVIEW OF MINUTES OF THE 32nd ANNUAL GENERAL MEETING

3.1 Approval of Minutes of the 32nd AGM

3.1.1 The President proceeded to table the minutes of the 32nd AGM meeting held virtually via the Zoom platform on 18th March 2022.

3.1.2 The minutes were then proposed to be accepted by Ts. Dr. Chew Khoon Hee (F-4355) and seconded by Assoc. Prof. Ts. Dr. Tay Chia Chay (F-6742).

3.2 Matters Arising from Minutes of the 32nd AGM

3.2.1 *Item 7.1 Proposed Amendment to IMM Constitution*

The amendments were submitted to the ROS via eROSES on 27th April 2022 and it was approved on 5th May 2022.

4. REPORT OF THE COUNCIL FOR 2022

The Hon. Secretary, Assoc. Prof. Ts. Dr. Tay Chia Chay (F-6742), presented the Report of the Council for 2022 as per **Appendix B**. The report highlighted the events for the year from January to December 2022. The full Annual Report 2022 is available on the IMM website.

With no further questions and comments from the floor, the Annual Report of IMM for the year 2022 was proposed to be accepted by Ts. Mohd. Azmi Mohd Noor (F-3820) and it was seconded by Mr. Danny Tan Kim Chew (F-7120).

5. ANNUAL STATEMENT OF ACCOUNTS FOR 2022

The Honorary Treasurer, Ts. Dr. Mohamed Ackiel Mohamed (F-8237) presented both the IMM and IMMR financial reports for the year ending December 2022.

5.1 IMM Audited Accounts

5.1.1 A summary of the 2022 accounts presented was as shown below:

Income	: RM1,050,504
Expenditure	: RM754,487
Net Surplus	: RM296,396
Debtors	: RM49,970
include membership, recert and examination fees collected by MTE	
– RM22,080	
Amount due from IMMR	: RM340,211
(include payments to IMMR Creditors: RM 110,400)	
Creditors	: RM9,590

Cash and Bank Balances : RM337,700
(IMM bank balance as at 16.3.2023 – RM375,836)

5.1.2 He also informed the meeting that most of the expenditure was reduced and optimised in a better manner and recorded his appreciation to the Secretariat team for the effort.

5.1.3 He briefed on the amount under trade and other receivables and the amount due from the related company which falls under Current Assets.

5.2 IMMR Audited Accounts

5.2.1 A summary of the 2022 accounts was presented by the Hon. Treasurer as shown below:

Income	: -
Expenditure	: RM9,264
Net Loss	: RM9,264
Debtors	: -
Creditors	: RM340,211
Cash and Bank Balances	: RM 4,137

5.2.2 The Hon. Treasurer reported that there was no income as IMMR was maintained to be dormant and also no operational expenses.

5.3 Adoption of the Statement of Accounts for 2022

With no questions and comments from the floor, the Financial Report of IMM and IMMR for the 2022 Financial Year was proposed to be accepted by Ir. Ts. Noor Hisham Yahaya (F-9393) and it was seconded by Mr. Kang Kim Ang (F-0012).

6. PROPOSED AMENDMENT TO IMM CONSTITUTION

6.1 The Deputy President, Ts. Dr. Chew Khoon Hee (F-4355) tabled the proposed amendments to the IMM constitution as per **Appendix C** and amongst these were the inconsistencies in some clauses and editorial corrections of the current IMM Constitution, the addition of elements of virtual meetings, hybrid meetings, and online banking.

6.2 Ir. Max Ong Chong Hup (HF-0088) proposed to accept the proposed amendments and was seconded by Mr. Kang Kim Ang (F-0012). There was no objection from the members, approved unanimously.

7. TABLING OF APPOINTMENT OF AUDITOR(S) FOR 2023

Ts. Dr. Mohamed Ackiel Mohamed (F-8237) proposed Azhan & Co. be the external auditor for financial reports for the year ending December 2023. The proposal was

accepted by Ir. Ts. Noor Hisham Yahaya (F-9393) and it was seconded by Ts. Dr. Chew Khoon Hee (F-4355).

8. ANY OTHER MATTERS

8.1 TVET Promotion

Ir. Hisham proposed that IMM should form a Task Force to support government initiatives in terms of the promotion of TVET competency among the population.

The President suggested that the respective IMM committee should take this suggestion and discuss it with their committee members and come up with a suggestion for the promotion by coordinating through Ir. Hisham. Therefore, Ir. Hisham can connect it to the respective government institutions or bodies whose committee expertise can render or provide these areas of expertise to the TVET activities rather than form a new task force for this purpose.

8.2 Contribution of the Late Prof. Ts. ChM. Dr. Melissa Chan Chin Han

The president highlighted the contributions of the late Prof. Dr. Melissa, one of the areas in that she was very committed and generate results or outcome is the Young Persons' World Lecture Competition (YPWLC) which IMM received no. 1 recognition in the particular area.

She was also one of the major contributors to a lot of the improvements in IMM and very dedicated to lots of IMM activities.

9. CLOSING

9.1 The President, Dato' Dr. Ir. Ts. Haji Mohd Abdul Karim Abdullah (HF-7442) thanked all members and hoped for an active 2023 year.

The meeting ended at 4.30 p.m. with wishes from the President.

Drafted by:

Reviewed and approved by:

Aberamy Dayalam

Asst. Manager

Date: 22nd March 2023

Assoc. Prof. Ts. Dr. Tay Chia
Chay

Hon. Secretary

Date: 14th April 2023

Dato' Dr. Ir. Ts. Haji Mohd
Abdul Karim Abdullah

President

Date:

Appendix A

**ATTENDANCE LIST FOR IMM 33RD ANNUAL GENERAL MEETING
17TH MARCH 2023**

No.	Full Name	Membership No.
1.	Assoc. Prof. Dr. Mohd Sobri Bin Idris	F-09052
2.	Assoc. Prof. Dr. Tuty Asma Abu Bakar	M-07275
3.	Assoc. Prof. Ts. Dr. Hamimah Abd. Rahman	M-02684
4.	Assoc. Prof. Ts. Dr. Tay Chia Chay	F-06742
5.	Asst. Prof. Dr. Yu Lih Jiun	M-08971
6.	Dato' Dr. Ir. Ts. Haji Mohd Abdul Karim Abdullah	HF-07442
7.	Dr. Lee Hwang Sheng	M-09882
8.	Dr. Maxine Yee Swee Li	O-09877
9.	Dr. Nor Akmal Binti Fadil	M-07043
10.	Assoc. Prof. Dr. Yong Soon Kong	O-07092
11.	EUR ING Ir. Ts. Hj. Ahmad Khairiri Hj. Abdul Ghani	F-03894
12.	Ir. Assoc. Prof. Dr. Edwin Jong Nyon Tchan	F-00490
13.	Ir. Maimunah Ismail	F-00078
14.	Ir. Max Ong Chong Hup	HF-00088
15.	Ir. Ong Hock Guan	F-00792
16.	Ir. Ts. Dr. Tan Kim Seah	O-09888
17.	Ir. Ts. Noor Hisham Bin Yahaya	F-09393
18.	Mr. Danny Tan Kim Chew	F-07120
19.	Mr. Hafizi Hanafi	Auditor (Observer)
20.	Mr. Kang Kim Ang	F-00012
21.	Mr. Mark Hew Yoon Onn	O-07558
22.	Ms. Karen Cheng Siew Hoon	O-09277
23.	Ms. Syarifah Nazliah Syed Abdul Rahman	O-09483
24.	Ts. CEng. Dr. Bernard Maxmillan Sim	F-00591
25.	Ts. Dr. Chew Khoon Hee	F-04355
26.	Ts. Dr. Mohamed Ackiel Mohamed	F-08237
27.	Ts. Dr. Nur Aimi Jani	O-09731
28.	Ts. Mohd Aszuan Bin Abdul Rahman	AM-10757
29.	Ts. Mohd. Azmi Mohd. Noor	F-03820
30.	Ts. Nik Khairil Azman Bin Nik Abdullah	C-07279
31.	Ts. Ong Thai Kiat	O-03482

Attendance of IMM Secretariat:

- 1) Mr. Wong Wing Kiong – General Manager
- 2) Ms. Aberamy Dayalam – Asst. Manager
- 3) Ms. Syafika Azis – HR & Finance Executive
- 4) Ms. Nurhasanah Sahri – Operations Executive

INSTITUTE OF MATERIALS, MALAYSIA

ANNUAL REPORT OF THE COUNCIL (FOR THE YEAR ENDING 31ST DECEMBER 2022)

Dear IMM Members,

On behalf of the IMM Council, I am pleased to present the report of the activities of IMM covering the period from 1st January 2022 to 31st December 2022.

1. IMM MANAGEMENT COMMITTEE AND COUNCIL MEETINGS

The IMM Management Committee and Council meetings held during the year were as follows:

Date	Management Committee Meeting (Term 2020-2022)
29 th January 2022	8 th Meeting
Date	Management Committee Meeting (Term 2022-2024)
23 rd April 2022	1 st Meeting
6 th August 2022	2 nd Meeting
29 th October 2022	3 rd Meeting

Date	Council Meeting (Term 2020-2022)
11 th February 2022	8 th Meeting
Date	Council Meeting (Term 2022-2024)
13 th May 2022	1 st Meeting
19 th August 2022	2 nd Meeting
4 th November 2022	3 rd Meeting

2. IMM ACTIVITIES CARRIED OUT IN THE YEAR 2022

Date	Activity
9 th Feb 2022	CPD Committee Meeting No. 4 (Term: 2020 – 2022)
21 st Feb 2022	Standard Development Committee Meeting No. 3 (Term: 2020 – 2022)
21 st Feb 2022	Insulation Committee Meeting No. 2 (Term: 2020 – 2022)
23 rd Feb 2022	Polymer Committee Meeting No. 6 (Term: 2020 – 2022)
3 rd Mar 2022	Education Committee Meeting No. 1 (Term: 2022 – 2024)
10 th Mar 2022	Corrosion Committee Meeting No. 1 (Term: 2022-2024)
14 th Mar 2022	Polymer Committee Meeting No. 7 (Term: 2020 – 2022)
17 th Mar 2022	IMM Education Committee / IMM MTFIP Working Sub - Committee Meeting
17 th Mar 2022	MLC Committee Meeting (Term: 2020 – 2022)
18 th Mar 2022	IMM – TARC Polymer Seminar
18 th Mar 2022	IMM Annual General Meeting No. 32
22 nd – 25 th Mar 2022	OTC Asia 2022
19 th Apr 2022	Coating Committee Meeting No. 1 (Term: 2022 – 2024)
17 th May 2022	Insulation Committee Meeting No. 1 (Term: 2022 – 2024)
23 rd May 2022	Standard Assurance Committee Meeting No. 1 (Term: 2022 – 2024)
24 th May 2022	Coating Committee Meeting No. 2 (Term: 2022 – 2024)
31 st May 2022	IMM Materials Failure Investigation Practitioners Skill Certification (Reschedule of Meeting No. 3)
9 th – 10 th Jun 2022	9 th SOGCE, Sabah Oil & Gas Conference & Exhibition
14 th Jun 2022	Engagement Session on KPI – Group 1
14 th Jun 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 4
14 th Jun 2022	Asset Integrity Committee Meeting No. 1 (Term: 2022 – 2024)
15 th Jun 2022	MLC 2022 Semi-Final
16 th Jun 2022	CPD Committee Meeting No. 1 (Term: 2022 – 2024)
20 th Jun 2022	Vibration Committee Meeting No.1 (Term: 2022 – 2024)

Date	Activity
21 st Jun 2022	Engagement Session on KPI – Group 2
22 nd Jun 2022	Discussion on Thermal Insulation Certification Program
24 th Jun 2022	Materials Fingerprinting Committee Meeting No. 1 (Term: 2022 – 2024)
27 th Jun 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 5
30 th Jun 2022	CPD System Short Meeting
27 th Jun – 1 st Jul 2022	IMM ISO/IEC 17024: 2012 Internal Audit
4 th Jul 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 6
7 th Jul 2022	MLC 2022 Final
8 th Jul 2022	Corrosion Committee Meeting No. 2 (Term: 2022 – 2024)
12 th Jul 2022	Examination and Certification Panel Meeting No. 1 (Term: 2022 – 2024)
19 th Jul 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 7
20 th – 21 st Jul 2022	2nd Annual Clean Power New Energy
29 th Jul 2022	IMM ISO/IEC 17024: 2012 Internal Audit Closing Meeting
8 th Aug 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 8
16 th Aug 2022	Coating Committee Meeting No. 3 (Term: 2022 – 2024)
16 th Aug 2022	Corrosion Committee Meeting No. 3 (Term: 2022 – 2024)
18 th Aug 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 9
25 th – 26 th Aug 2022	ISO/IEC 17024: 2012 Surveillance Audit
5 th Sep 2022	Amendments of the IMM Constitution Meeting No. 1
6 th Sep 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 10
12 th Sep 2022	Amendments of the IMM Constitution Meeting No. 2
13 th – 15 th Sep 2022	Oil & Gas Asia 2022
19 th Sep 2022	Amendments of the IMM Constitution Meeting No. 3
26 th Sep 2022	Amendments of the IMM Constitution Meeting No. 4
28 th Sep 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 11
30 th Sep 2022	IMM Advisor Gathering at Concorde Hotel (Shah Alam)
3 rd Oct 2022	Amendments of the IMM Constitution Meeting No. 5
5 th Oct 2022	Polymer Seminar - Insights into Plastic Additive Manufacturing

Date	Activity
6 th Oct 2022	JWES - Remote meeting for Proposal of New Procedure for Assessment Examination of Welding Coordinator in Malaysia
13 rd October 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 12
17 th October 2022	Amendments of the IMM Constitution Meeting No. 6
31 st Oct 2022	Amendments of the IMM Constitution Meeting No. 7
1 st Nov 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 13
7 th Nov 2022	Amendments of the IMM Constitution Meeting No. 8
15 th Nov 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 14
30 th Nov 2022	IMM Materials Failure Investigation Practitioners Skill Meeting No. 15
4 th Dec 2022	Corrosion Committee Meeting No. 4 (Term: 2022 – 2024)

3. HIGHLIGHTS OF ACTIVITIES IN 2022

3.1 Surveillance Audit on Accreditation of MS ISO/IEC 17024

The Secretariat received Certification of Accreditation to ISO/IEC 17024 with the accreditation number ACB PS 0006 on 29th March 2021 from Standards Malaysia. The covered schemes are the Mechanical Joint Integrity (MJI) and Coating Inspector (CI) certification schemes.

On 25th – 26th August 2022, the Department of Standards Malaysia have come to the Secretariat office to complete the surveillance audit session on the covered schemes. The findings of the audit were zero nonconformance and 8 observations.

3.2 Training, Examination and Certification

A total of (78) IMM certification examinations were conducted in 2022. Most of these examinations were carried out in conjunction with the related training programs conducted by the Associate Training Partner (ATP), Authorized Testing Center (ATC) and Authorized Training Bodies (ATBs). Please refer to **Appendix 1**.

3.3 IMM Membership

A total of (525) new admission as IMM Membership was recorded in 2022. Most of the applications were gained from various approaches such as IMM conference activity, social media platforms, website and webinars/seminars organized by IMM committee members. Please refer to **Appendix 2**.

3.4 Asset Integrity Committee [Chair: Ir. Ts. Noor Hisham Yahaya]

NO REPORT SUBMITTED

3.5 Coating Committee [Chair: Mr. Devinakumar Ratanam]

Throughout the year 2022, IMM Coating Committee engaged in multiple activities to promote and upgrade the coating programs offered by IMM. Coating Committee held 3 meetings altogether in the term 2022 – 2024 as follows:

- 1st Committee Meeting: 19th April 2022
- 2nd Committee Meeting: 24th May 2022
- 3rd Committee Meeting: 16th August 2022

- i. TSC WSC – Thermal Spray Working Sub Committee has been actively involved in the progress of preparing the pre-assessment video through YouTube platform in collaboration with the Student Chapter under Assoc. Prof. Dr. Lim Teck Hock.
- ii. PCT-CIL WSC – Protective Coating & Coating Inspector Sub Committee is formed for improving the certification scheme in the coating.
- iii. In April 2022, the Ministry of Education Science & Technology Sarawak has invited Coating Committee’s secretary to share her experience being a TVET graduate in the field of coating and how being certified under IMM programs has allowed her to build a better career path.
- iv. IMM Coating Committee had submitted the programs to be included in the HRD Corp, Industrials Skills Framework through Liaison Committee’s Ir. Hisham. Workshops are being conducted and most of the categories of work under review related to coating have volunteers from the committee such as IndSF OGE Enhancement Workshop 2: Coating Inspection and Blasting & Painting (Painter).

3.6 Corrosion Committee [Chair: Ir. Ong Hock Guan]

The IMM Corrosion Committee actively promoted and improved the Cathodic Protection programmes that IMM offered throughout the entire year 2022. Corrosion Committee held four (4) meetings thus far in the term 2022 – 2024 as follows:

- 1st Committee Meeting: 10th March 2022
- 2nd Committee Meeting: 8th July 2022
- 3rd Committee Meeting: 16th August 2022
- 4th Committee Meeting: 4th December 2022

- i. On 19th January 2022, a meeting between the IMM Education - FIST and UMP and the IMM Corrosion Committee was held to discuss the possibility of including IMM Cathodic Protection and Corrosion Monitoring courses in their BSc and MSc programmes.
- ii. New IMM Corrosion Monitoring Skills Standard was in the process of approval from Dr. Yu of the IMM Standards Development Committee.
- iii. On 20th October 2022, the One-Day IMM Corrosion Conference “Holistic Corrosion Prevention & Management was successfully held with higher-than-expected sponsors/exhibitors and participants.
- iv. On 21st October 2022, a plant visit was made to the Kossan’s paint manufacturing plant in Klang.

3.7 Welding Committee [Chair: Dr. Bernard Maxmillan Sim]

In 2022, Welding Committee was engaging and have exceptional activities in promoting IMM welding courses.

- i. Behaviors of Materials during Welding Awareness Course was completed on 30th May 2022 in collaboration with Miri Chapter in organizing technical courses.
- ii. Representative of the Welding Committee visited Politeknik Kota Kinabalu on 9th June 2022 to promote welder and welding inspector courses.
- iii. In September 2022, Institute Latihan Perindustrian (ILP) accepted IMM to conduct a welding industry expert sharing session for the oil and gas industries.
- iv. The draft for establishing Competency Certification Scheme regarding Welding Inspector (WI) – Level I, II and III was completed.

3.8 Insulation Committee [Chair: Mr. Danny Tan/Mr. Nik Khairil Azman Nik Abdullah]

The Insulation Committee in the year 2022 is involved in 2 main projects i.e., the formulation of IMM Insulation Standard and drafting the IMM Insulation Certification Program. Both projects are initiated by the Council in early 2021.

IMM Insulation Standard

The first draft of the IMM Insulation Standard has just been released on 1st November 2021 for review among the committee members. Working alongside Insulation Committee for this project is the Standards Development Committee. The final draft with all technical parts was completed on 30th June 2022 and now is being reviewed by Standards Development Committee on the editorial part. Hopefully with the publication of this standard, the overall standard of the Malaysia Insulation Industry can be upgraded and fill up the void of insulation standard/guide/practice in Malaysia. Furthermore, it can help educate member on how Insulation plays important role in reducing carbon emissions & reaching the nation's COP26 objective of a 45% reduction of greenhouse gas (GHG) intensity by 2030.

Insulation Certification and Training Programs

The Insulation Committee met several times in 2022 to discuss the Insulation Certification scheme as initiated by the IMM Council. Among others, the discussed subjects are the name of the certification, the number of programs, the course content, length of course, exam format, training format and pre-requisites by ISO 17024. ISO 17024 imposes certain requirements for any certification scheme to be launched. The Insulation Committee is currently committed to address all these issues and challenges to roll out the Insulation Certification programs by the end of 2023. The following are examples of the Insulation Certification programs that might be developed:

No.	Certification Programs	Competency Level
1.	Level 1 -Insulation Practitioner	Beginner
2.	Level 2 - Insulation Practitioner	Intermediate
3.	Level 3 - Insulation Practitioner	Intermediate/Advance
4.	General Certification - Installation Procedure	Beginner

Insulation Paper Presentation in Association of Material, Vibration, and Insulation Practitioner (AMVIP) 1st Conference & Exhibition

On behalf of IMM Insulation Committee, two of our members have presented a paper each on the Insulation subject in AMVIP 1st Conference that was held on 21 July 2022 at Sofitel Hotel Kuala Lumpur. Faizul bin Ideris has presented a paper on “An Overview of the New IMM Insulation Standard” and Lean Zhen Hua has presented a paper on “Corrosion Under Insulation: Aerogel Insulation – Proving the Capabilities for CUI Mitigation”.

3.9 Polymer Committee [Chair: Ts. Ong Thai Kiat]

- i. 5th October 2022 – Jointly organized a Polymer Webinar – Insights into Plastic Additive Manufacturing with Tunku Abdul Rahman University College (TAR UC).
- ii. 8th December 2022 - Jointly organized a Webinar – Quantitative Nanoscale Chemical and Mechanical Characterization for Polymeric Materials with: Crest Nanosolutions (M) Sdn Bhd.

3.10 Vibration Committee [Chair: Ir. Mohd Syukri Mohd Khalid]

NO REPORT WAS SUBMITTED

3.11 Continuing Professional Development (CPD) [Chair: Ts. Dr. Chew Khoon Hee]

The committee with the purpose of helping members to collect CPD points, has completed revising the IMM CPD Table and officially publish the new code F for the members to collect their points. The revised IMM CPD Table is as follows:

Professional Development Activity Code	Professional Development Activity Scope	Weightage Factor
A	Attending Online or Physical Training Courses/Workshops	4
B	Online or Physical Course Trainer/Facilitator/Examiner/Conference Presenter	3
C	Attend Online or Physical Seminar/Conference/Webinar	2
D	Paper Author Main Author (max 30 hours/year) Co-author (max 10 hours/year)	2
E	Attend Online or Physical Committee Meeting	1
F	Fieldwork (max claimable 480 hours per year) **	0.1

3.12 Education Committee [Chair: Ir. Max Ong Chong Hup]

- i. The 2022 task of the Education Committee is focusing on deliberating on the Draft IMM Skill Standard for Certification of Materials Failure Investigation Practitioners which is expected to complete by the end of November 2022.
- ii. Certification Exam Brochures for MFIP Levels 1-4 is expected to be completed by end of December 2022.

3.13 Examination and Certification Panel [Chair: Dr. Nazatul Liana Sukiman]

In the year 2022, the Examination and Certification Panel has involved in several approval of IMM certification brochures. The brochures were finalized and approved by ECP on 27th July 2022 via email circulation. All approved certification brochures has been published through IMM website on 29th July 2022 and e-blast email to all IMM Members on 9th and 10th August 2022, respectively. The list of approved certification brochures is as follows:

- (a) Certified Coating Fingerprint Quality Controller Level 1 & Level 2
- (b) Certified Technician in Mechanical Joint Integrity for Small-bore Piping, Tubing and Valves & Certified Technician in Mechanical Joint Integrity for Flange Bolted Connections
- (c) Certified Vibration Category 1 – 4
- (d) Certified Trainer

Note: The "Certified Trainer" will also play the roles of Assessor, Examiner, Reviewer and Course Developer)

- (e) Certified Corrosion Technician Level 1 & Level 2 - now known as Certified Corrosion Monitoring Practitioner Level 1 & Level 2

3.14 Examination Panel [Acting Chair: Dr. Andrew Ng Kay Lup]

- i. Preparation of pre-assessment notes for the Trainer/Examiner certification program. Dr. Nazatul, Prof. Melissa, Dr. Edwin and Ir. Hisham will be the pre-identified authors for this note. The kick-start of the preparation of the pre-assessment notes will be rescheduled to Q4 2022 or Q1 2023.
- ii. Propose to launch a half-yearly or yearly online IMM certified trainer/examiner briefing session. The launch of the alf-yearly or yearly online IMM certified trainer/examiner briefing session will be rescheduled to Q1 2023.

3.15 Certification Panel [Ts. Brian Lim Siong Chung]

NO REPORT WAS SUBMITTED

3.16 IMM-MBOT Committee [Chair: Ts. Wan Mohd Arif Wan Ibrahim]

- i. One-day workshop on 7th June 2022 at the MBOT town hall to discuss the implementation of written assessment and professional review assessment for the Professional Technologies Interview. Ir. Hisham and Ts. Wan Mohd Arif were involved in the workshop.

3.17 Impartiality Committee [Chair: Mr. Kang Kim Ang]

NO REPORT WAS SUBMITTED

3.18 Industry, Professional Body, and Government Agency Liaison Committee [Chair: Mr. Ir. Ts. Noor Hisham Yahaya]

NO REPORT WAS SUBMITTED

3.19 Materials Fingerprinting Committee [Acting Chair: Suhaila Idayu Abdul Halim]

- i. MS 2736:2020 – Coating fingerprinting overall procedures for paints using FTIR and other related methods (formerly known as IMM FP01) was successfully announced its publication at OTC Asia 2022, website, and all social platforms of IMM.
- ii. In May 2022, the incorporation of the IMM Coating Fingerprint Certification scheme to the industrial skills framework (IndSF) for oil & gas technical skills and competencies program was successfully completed.
- iii. Launch of IMM Coating Fingerprint Quality Controller (FPQC) Level 2 was completed in June 2022.
- iv. Exhibition of IMM Coating Fingerprinting at Defense, Security and Sustainability 2022 – August 2022.
- v. Dr. Yu and Materials Fingerprinting Committee Chairperson, Prof. Melissa represented IMM in DSM's Working Group (WG/8/2-1) on the scope of Coating Fingerprinting Overall Procedures for paints using FTIR and other related methods (migration of IMM FP01 to MS).

3.20 Materials Lecture Competition Committee [Chair: Dr. Nor Akmal Fadil]

Xiamen University Malaysia (XMUM) has been selected as the host for the Materials Lecture Competition 2022 (MLC 2022). The MLC 2022 semi-final and final round were held online on 16th June 2022 and 7th July 2022, respectively by XMUM in collaboration with the Institute of Materials, Malaysia (IMM) and the Institute of Materials, Minerals and Mining UK (IOM3-UK). The aim of the event was to provide a platform for young talents to exhibit effective and impressive presentation skills in delivering topics in the field of material science and engineering.

Rathosivan Gopal from Universiti Teknologi Malaysia was the winner of MLC 2022, while Ammar Zoheir from Universiti Tenaga Nasional and Natasha Voznyuk Jeevan from Universiti Teknologi Petronas came in second and third place, respectively.

Rathosivan Gopal from Universiti Teknologi Malaysia represented Malaysia and won the first prize at the Young Persons' World Lecture Competition 2022 (YPWLC 2022) which was held virtually on 10th November 2022.

3.21 Materials Mind Editorial Board [Chair: Ts. Dr. Tay Chia Chay]

- i. A total of 4 issues were published: Issue 33 (Jan 2022), Issue 34 (Apr 2022), Issue 35 (Jul 2022) and Issue 36 (Oct 2022).
- ii. Electronic distribution (e.g., eBlast and WhatsApp) of Materials Mind website book format was attempted for all issues published.
- iii. These quarterly IMM magazines (ISSN no: 2289-9030) were distributed to IMM members. The content of the magazine embraced reports on the cover story, technical articles, IMM events & new

IMM courses, corporate advertorials, etc. Highlight per issue are shown as below.

- iv. The content of the magazine can be accessed online on the IMM website. All the technical reports can be openly accessed on the IMM website.
- v. The theme of each issue has been set up and supported by the task forces and/or working committee.

3.22 Membership Committee [Chair: Ts. Dr. Chew Khoon Hee]

NO REPORT WAS SUBMITTED

3.23 Publication Committee [Chair: Ts. Dr. Tay Chia Chay]

- i. Pre-assessment notes for Protective Coating Technician Level 1 and Level 2 were finalized and published on the IMM website on 20th July 2022.
- ii. Publication of pre-assessment notes for Trainer/Examiner certification program and IMM Training and Examination Booklet 2023 is being prepared.

3.24 Standards Assurance Committee [Chair: Dr. Amalina Muhammad Afifi]

- i. 15th June 2022 - Internal Auditor Refresher course & Auditor Meeting
- ii. 27th June – 1st July 2022 – Internal Audit for ISO 17024 certification scheme was successfully done with 4 non-conformances.

3.25 Standards Development Committee [Chairs: Asst. Prof. Ts. Dr. Yu Lih Jiun]

The Standards Development Committee continued with its good work and enabled quarterly meetings during the year on 18th August which led to accomplishing the draft for IMM Insulation Standard. Currently, the final completion of the IMM Insulation Standard is under the editing stage that targeted to finish in the 2nd Quarter of 2023 with various stakeholders including academicians, manufacturers, installers, contractors, plant owners (PETRONAS), engineers, NIA Certified Insulation Energy Appraiser, ASTM C16 Thermal Insulation Committee Members, SIRIM and others from the industry in the working group (WG). This is steered by the Standards Development Committee through forming a WG jointly with Insulation Committee. This Standard is intended to provide practical guidelines to Malaysian industries by applying acceptable and best current practices while indicating basic principles by which materials can be assessed and adapted for use under widely differing conditions. Design engineers, general contractors, fabricators, and insulation contractors will find this guide helpful. This Standard emphasizes the general requirements for industrial thermal insulation systems, which apply to Malaysia's climate condition and environment. This Standard covers the general thermal insulation requirements for industrial applications for the temperature range between -200 °C to 800 °C.

IMM Corrosion Monitoring Skill Standard Completion also is in the process of reviewing and is expected to complete by December 2023.

3.26 Student Chapters [Chair: Assoc. Prof. Dr. Lim Teck Hock]

- i. Student Chapters based in TARUC and UTHM, successfully contributed a total of three reports under the Student Editorial section of Materials Mind Magazine (April, July, Oct 2022 issues).
- ii. Committee met online several times and proposed activities for the year 2022. These include IMM Student Award (to be run by Student Chapters in rotation).
- iii. 2nd November 2022 – Student Editorial (TARUMT-IMM Student Chapter) continuing its good effort to provide industry experience via means of industry visit.
- iv. TARUC-IMM Student Chapter worked with the Corrosion Committee and successfully produced three pre-assessment videos based on the approved briefing notes on the certification program titled Certified Thermal Spray Coating Applicator. These were achieved by student members and respective academics at TARUMT-IMM Student Chapter. These videos are used as part of IMM's training programme with the videos uploaded in the form of Youtube videos with autotranslation to Bahasa Malaysia.
- v. UiTM-IMM Student Chapter successfully produced five pre-assessment videos for PCT training offered by IMM based on approved briefing notes provided by IMM. These videos are used as part of IMM's training programme with the videos uploaded in the form of Youtube videos with auto translation to Bahasa Malaysia.
- vi. TARUC-IMM Student Chapter is working with the Corrosion Committee on producing Pre-assessment videos based on the approved briefing notes on the certification program titled Certified Thermal Spray Coating Applicator. Student volunteers from TARUC-IMM Student Chapter and respective academics worked with industry experts from Coating Committee on the videos, targeting for 15-minute videos.
- vii. Universiti Tun Hussein Onn Malaysia (UTHM)-Institute of Materials, Malaysia (IMM) Student Chapter committee (UTHM-IMM Student Chapter) in collaboration with Mechanical Postgraduate Association (MEPA), the Functional Composite Structure Focus Group and BioMaterials Research Focus Group, Faculty of Mechanical and Manufacturing Engineering have successfully organized a university-level Material Lectures Competition (MLC) 2022 at Center for Global, Online Learning UTHM (CGOL) on 30th May 2022 via online platform ZOOM.
- viii. As of November 2022, the total of active Student Chapter remains at eight (8) as UTM renewed its MoU on 3rd October 2022.

	UNIVERSITY	YEAR SIGNED	MOU DURATION	STATUS
1	Universiti Tunku Abdul Rahman	2012	5 years	Ongoing (Renewed)
2	Universiti Malaya	2013	5 years	In process of being renewed
3	Curtin University Sarawak	2015	5 years	Ongoing
4	Universiti Teknologi Malaysia (UTM)	2016	5 years	Ongoing *1
5	Universiti Teknologi MARA (UiTM)	2018	5 years	Ongoing
6	Universiti Tun Hussein Onn Malaysia (UTHM)	2020	5 years	Ongoing
7	Tunku Abdul Rahman University College (TARUC)	2020	5 years	Ongoing
8	Taylor University	2021	5 years	MoA to be *2 signed Oct 2021

Update as of 3 Nov 2022
 *1 MoU renewal 3rd Oct 22
 *2 MoA signed Oct 21

3.27 Young Professionals [Chair: Mr. Mohd Fairuz Mohd Salleh]

NO REPORT WAS SUBMITTED

3.28 Bintulu Chapter [Chair: Mr. Raymond Phen]

The one-Day IMM Asset Integrity & Maintenance Conference that was planned on 17th November 2022 has been rescheduled to 16th March 2023 at The Marina, Goldenbay Hotel, Bintulu.

3.29 Miri Chapter [Chair: Ir. Dr. Edwin Jong Nyon Tchan]

In 2022, IMM Miri Chapter conducted the following Committee Meetings:

- i. 15th January 2022 - Organized First virtual IMM MIRI CHAPTER COMMITTEE MEETING, via the google-meet platform with 11 committee members were participating.
- ii. 26th March 2022: Organized Second virtual IMM MIRI CHAPTER COMMITTEE MEETING, via the google-meet platform with 10 committee members were participating.
- iii. 16th July 2022: Organized Third physical IMM MIRI CHAPTER COMMITTEE MEETING CUM “SARAWAK DAY” LUNCH at Grand Place hotel with 10 committee members were participating.
- iv. 24th September 2022: Organized Fourth physical IMM MIRI CHAPTER COMMITTEE MEETING CUM GET-TOGETHER LUNCH at Han Palace VIP Room, Grand Place hotel with 9 committee members were participating.
- v. 5th November 2022: Organized Fifth Physical IMM MIRI CHAPTER COMMITTEE MEETING CUM FET-TOGETHER LUNCH at Han Palace VIP Room, Grand Place hotel, Miri, Sarawak with 9 committee members were participating.

In 2022, IMM Miri Chapter conducted the following Projects and Activities are as below:

- i. 30th May 2022 - A Half-Day Awareness course on “Behaviours of Steel Materials during Welding” was successfully conducted on 30th May 2022 at SK3-206 Curtin University Malaysia (CUM), from 1.00 p.m. to 5.00 p.m. with both Face-to-Face and virtual via Google Meet Platform, with IMM CPD approved CPD points.
- ii. 21st October 2022 (Physical) - IMM-CUM Student Chapter organized a half-day Corrosion and Corrosion Control Awareness Course at PA3-202, CUM with 6 engineering undergraduates from various engineering disciplines.
- iii. 29th October 2022 with Hybrid Mode - IMM-Miri organized a One-day Technical Awareness Course on “Introduction of Advanced NDT and Industrial Damage Mechanisms), with a total of 41 participants; It was co-organized by IMM Miri Chapter with IMM Welding Committee. 16 CPD points have been granted by IMM.
- iv. 13th -19th September 2022: IMM-Miri assisted IMM-MTE in the Miri Sector in organizing the AWE/WE training and certification courses via a hybrid (both physical and virtual) platform.

3.30 Northern Chapter [Chair: Ts. Wan Mohd Arif Wan Ibrahim]

NO REPORT WAS SUBMITTED

3.31 Southern Chapter [Chair: Assoc. Prof. Dr. Tuty Asma Abu Bakar]

- i. Southern Chapter Chairperson, Dr. Tuty requested committee members' data who based on Melaka, Negeri Sembilan and Johor to conduct activities for the committees.
- ii. Several summaries of activities planned by the Southern Chapter are as follows:

No.	Activities	Date	PIC
1.	Webinar on Corrosion Inspection and Structural Integrity by Dr. Azmir Harun from Exxonmobile.	Oct 2022	Dr. Wan Fahmin Faiz
2.	Webinar on Advanced Non – Destructive Test.	January 2023	Dr. Tuty Asma Abu Bakar
3.	Workshop on Specimen Preparation for Optical and Electron Microscopy Observation	March 2023	Dr. Mohd Zamri Mohd Yusop
4.	2 nd MPIT Symposium	August 2023	Dr. Nor Akmal Fadil

3.32 Collaboration

3.32.1 MoU between IMM and Institute of Engineers (IEM)

Institute of Engineers (IEM) signed a Memorandum of Understanding (MoU) with IMM for the establishment of a co-operative relationship devoted to the promotion of the art and science of engineering.

3.32.2 MoA between IMM and Universiti Tun Hussein Onn Malaysia (UTHM)

Universiti Tun Hussein Onn Malaysia signed a Memorandum of Agreement (MoA) with IMM for the establishment of recognition of courses conducted at UTHM for IMM certification and appointment of the UTHM as Authorised Testing Centre.

4. SUMMARY AND MOVING FORWARD

The IMM Management Committee and the IMM Council would like to express their heartfelt gratitude to all the Working Committee members, Regional Chapter members, IMM Secretariat staff, and other parties for their ongoing efforts and support in achieving the goals of IMM in 2022.

IMM will continue to develop new initiatives and enhance current systems to stay relevant and competitive. We anticipate a prosperous 2023.

On behalf of the Council,

A handwritten signature in black ink, appearing to be 'Tay Chia Chay', written over a horizontal line.

Assoc. Prof. Ts. Dr. Tay Chia Chay
Honorary Secretary (Acting), IMM
Date: 26th January 2023

APPENDIX 1**IMM CERTIFICATION EXAMINATION 2022**

NO.	EXAMINATION DATE	CERTIFICATION SCHEME
1.	14 th Jan 2022	Coating Inspector Level 1 (Re-sit Exam)
2.	17 th Jan 2022	Blasting and Painting Supervisor (Re-sit Exam)
3.	20 th Jan 2022	Coating Inspector Level 2
4.	21 st Jan 2022	Protective Coating Technician Level 1 & 2
5.	25 th Jan 2022	Protective Coating Technician Level 1 & 2
6.	24 th Feb 2022	Coating Inspector Level 1
7.	4 th Mar 2022	Protective Coating Technician Level 1 & 2
8.	8 th Mar 2022	Coating Inspector Level 1 (Re-sit Exam)
9.	18 th Mar 2022	Protective Coating Technician Level 1 & 2
10.	19 th Mar 2022	Protective Coating Technician Level 1 & 2
11.	27 th Mar 2022	Protective Coating Technician Level 1 & 2
12.	5 th Apr 2022	Coating Inspector Level 1 (Re-sit Exam)
13.	8 th Apr 2022	Protective Coating Technician Level 1 & 2
14.	8 th Apr 2022	Protective Coating Technician Level 1 & 2
v15.	20 th Apr 2022	Blasting and Painting Supervisor (Re-sit Exam)
16.	22 nd Apr 2022	Protective Coating Technician Level 1 & 2
17.	23 rd Apr 2022	Protective Coating Technician Level 1 & 2
18.	26 th Apr 2022	Coating Inspector Level 2
19.	28 th Apr 2022	Coating Inspector Level 1
20.	28 th Apr 2022	Coating Inspector level 1
21.	29 th Apr 2022	Protective Coating Technician Level 1 & 2
22.	28 th - 29 th Apr 2022	Thermal Spray Coating Applicator
23.	6 th May 2022	Coating Inspector level 2
24.	12 th May 2022	Coating Inspector level 1
25.	12 th May 2022	Protective Coating Technician Level 1 & 2

26.	24 th May 2022	Coating Inspector Level 1 (Re-sit Exam)
27.	26 th May 22	Coating Inspector Level 1
28.	26 th May 2022	Coating Inspector Level 1
29.	26 th May 2022	Coating Inspector Level 1 (Re-sit Exam)
30.	27 th May 2022	Protective Coating Technician Level 1 & 2
31.	18 th Jun 2022	Coating Fingerprint Quality Controller Level 2
32.	23 rd Jun 2022	Coating Inspector Level 1 (Re-sit Exam)
33.	23 rd Jun 2022	Coating Inspector Level 1
34.	29 th Jun 2022	Blasting and Painting Supervisor
35.	1 st Jul 2022	Protective Coating Technician Level 1 & 2
36.	1 st Jul 2022	Protective Coating Technician Level 1 & 2
37.	2 nd Jul 2022	Protective Coating Technician Level 1 & 2
38.	7 th Jul 2022	Vibration Practitioner Category 1
39.	13 th Jul 2022	Coating Inspector Level 2
40.	16 th Jul 2022	Coating Inspector Level 2
41.	28 th Jul 2022	Coating Inspector Level 1
42.	29 th – 30 th Jul 2022	Thermal Spray Coating Applicator
43.	1 st Aug 2022	Protective Coating Technician Level 1 & 2
44.	5 th Aug 2022	Protective Coating Technician Level 1 & 2
45.	12 th Aug 2022	Protective Coating Technician Level 1 & 2
46.	19 th Aug 2022	Protective Coating Technician Level 1 & 2
47.	13 th Aug 2022	Protective Coating Technician Level 1 & 2
48.	8 th Aug 2022	Protective Coating Technician Level 1 & 2
49.	13 th Aug 2022	Protective Coating Technician Level 1 & 2
50.	24 th Aug 2022	Re-certification Assessment at Home for SWE (JWES)
51.	25 th Aug 2022	Coating Inspector Level 1
52.	26 th Aug 2022	Protective Coating Technician Level 1 & 2
53.	25 th Aug 2022	Coating Inspector Level 1
54.	30 th Aug 2022	Coating Inspector Level 2

55.	26 th Sep 2022	21st Remote Seminar and Examination for WE & AWE
56.	30 th Sep 22	Protective Coating Technician Level 1 & 2
57.	6 th Oct 2022	Coating Inspector level 1
58.	8 th Oct 2022	Coating Inspector level 1
59.	9 th Oct 2022	Vibration Practitioner Category 1
60.	20 th Oct 2022	Vibration Practitioner Category 1
61.	21 st Oct 2022	Protective Coating Technician Level 1 & 2
62.	28 th Oct 2022	Coating Inspector level 1
63.	30 th Oct 2022	Protective Coating Technician Level 1 & 2
64.	29 th Oct 2022	Protective Coating Technician Level 1 & 2
65.	27 th Oct 2022	Protective Coating Technician Level 1 & 2
66.	10 th Nov 2022	Corrosion Monitoring Practitioner Level 1
67.	12 th Nov 2022	Coating Inspector Level 2
68.	10 th Nov 2022	Coating Inspector Level 2 (Re-sit Exam)
69.	16-Nov-2022	Re-certification of Thermit Welding Senior Practitioner (Level 2)
70.	26 th Nov 2022	Protective Coating Technician Level 1 & 2
71.	1 st Dec 2022	Coating Inspector Level 1
72.	10 th Dec 2022	Protective Coating Technician Level 1 & 2
73.	16 th Dec 2022	Coating Inspector Level 1
74.	15 th Dec 2022	Coating Inspector Level 1 (Re-sit Exam)
75.	15 th Dec 2022	Protective Coating Technician Level 1 & 2
76.	22 nd Dec 2022	Re-certification Assessment at Home for WE (JWES)
77.	22 nd Dec 2022	Coating Inspector Level 1
78.	23 rd Dec 2022	Protective Coating Technician Level 1 & 2

APPENDIX 2**IMM MEMBERSHIP ADMISSION 2022**

NO.	IMM MEMBERSHIP GRADE	TOTAL ADMISSION
1.	Honorary Fellow (Hon. F.I.M.M.)	0
2.	Fellow (F.I.M.M.)	0
3.	Professional Member (M.I.M.M.)	12
4.	Associate Member (A.M.I.M.M.)	1
5.	Affiliate Company Member	0
6.	Affiliate Ordinary Member	6
7.	Company Member	8
8.	Ordinary Member	442
9.	Student Member	56

Approved by Council (term: 2022 - 2024) at the 4th Council meeting on 10th February 2023

Proposal for Amendment to the IMM Constitution

(1) Name of Proposer

Honorary Secretary

(2) Supported / Recommended by:

Taskforce on Amendments of IMM Constitution

(3) Date

9th Jan 2023

(4) Objective of Proposal

- To table the amendment of the IMM Constitution at the 4th Council Meeting.
- To table the amendment of the IMM Constitution at the AGM 2023.

(5) Justification for Proposal

- There are inconsistencies in some clauses and editorial corrections of the current IMM Constitution.
- Elements of virtual meetings, hybrid meetings, and online banking shall be added to the IMM Constitution.
- Detailed justification for each clause is listed in **Appendix 1**.

(6) Item for Approval

To approve the amendments to the IMM Constitution as listed in **Appendix 1**.

(7) Other Relevant Details:

NIL

List of amendments on clause referencing

SECTION III: OBJECTIVES

Current content	Amendment
<p>3.1 The objectives of the IMM shall include the following:</p> <p>a) to encourage education in Materials Science and Engineering.</p>	<p>3.1 The objectives of the IMM shall include the following:</p> <p>a) to encourage education in Materials Science, Technology, and Engineering.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction.
<p>b) to promote research and development in the fields of Materials Science and Engineering.</p>	<p>b) to promote research and development in the fields of Materials Science, Technology, and Engineering.</p> <p><i>Justification:</i></p> <p>Editorial correction.</p>
<p>c) to encourage collaboration between the industrial sectors, research institutes and universities.</p>	<p>c) to encourage collaboration between the industrial sectors, research institutes, and universities, institution of higher learning, government agencies and professional bodies.</p> <p>d) to develop and promote the competency certification of Technical and Vocational Education and Training (TVET).</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • A lot of activities are related to TVET.
<p>e) to set up wholly-owned subsidiary companies registered under the Companies Act to undertake activities for the IMM and to operate business and investment activities beneficial to the IMM. Such companies shall be managed by a Board of Directors appointed by the Management Committee in accordance to IMM Constitution Section XIV.</p>	<p>e) f) to set up wholly-owned subsidiary companies registered under the Companies Act to undertake activities for the IMM and to operate business and investment activities beneficial to the IMM. Such companies shall be managed by a Board of Directors appointed by the Management Committee in accordance with IMM Constitution Section XIV.</p> <p><i>Justification:</i></p> <p>Editorial correction.</p>

SECTION IV: DEFINITION

Current content	Amendment
<p>4.1 Definition of Materials Science and Engineering:-</p> <p>Materials Science and Engineering shall include Metallurgy, Polymer Technology, Ceramics Technology, Welding Technology, Concrete Technology, Wood Technology and Advanced Materials Technology.</p>	<p>4.1 Definition of Materials, Technology Science and Engineering: (- delete)</p> <p>Materials Science, Technology and Engineering shall include the following but are not limited to Metallurgy, Polymer Technology, Ceramics Technology, Welding Technology, Concrete Technology, Wood Technology, and Advanced Materials Technology.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The material field changes rapidly and there is always something new.

SECTION V: MEMBERSHIP~~S~~

Current content	Amendment
<p>5.1 General Constitution on Memberships:-</p> <p>5.1.1 The Council shall establish a Memberships Committee which will be responsible for review of applications for transfer of membership grades. The Memberships Committee shall recommend transfers for Council approval at Council Meetings. All grades of memberships are awarded at the discretion of the Council and may be withheld or withdrawn in the event of conduct likely to prejudice the standing of the Institute Every member shall receive a membership certificate.</p>	<p>5.1 General Constitution on Membershipss: (- delete)</p> <p>5.1.1 The Council shall establish a Membershipss Committee which will be responsible for the review of applications, for transfer of membership grades. The Membershipss Committee shall recommend transfers for Council approval at Council Meetings. All grades of membershipss are awarded at the discretion of the Council and may be withheld or withdrawn in the event of conduct likely to prejudice the standing of the Institute. Every member shall receive a membership certificate.</p> <p><i>Justification:</i></p> <p>Editorial correction.</p>
<p>5.1.2 The Memberships Committee shall be responsible for drafting the "Regulations Governing Admission and Transfer of Member Grades" for Council approval. These regulations may be changed from time to time subject to Council approval.</p>	<p>5.1.2 The Membershipss Committee shall be responsible for drafting the "Regulations Governing Admission and Transfer of Member Grades" for Council approval. These regulations may be changed from time to time subject to Council approval.</p> <p><i>Justification:</i></p> <p>Editorial correction.</p>

Current content	Amendment
<p>5.1.4 Each company on admission shall be entitled to nominate one representative to exercise all rights of membership. Only representatives of Company membership, Fellows (F.I.M.M.). Professional Members (M.I.M.M.) and Ordinary members shall have the right to vote and to hold office in IMM.</p>	<p>5.1.4 Each company on admission shall be entitled to nominate one representative to exercise all rights of membership. Only representatives of Company membership, Honorary Fellow Member (Hon. F.I.M.M.), Fellow Member (F.I.M.M.), Professional Members (M.I.M.M.) and Ordinary Members shall have the right to vote and to hold office in IMM.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2 Grades 5.2.1 Honorary Fellow (Hon. F.I.M.M)</p> <p>The Council shall have the power to elect Honorary Fellows who shall be persons of eminence in science or industry related to Materials Science and Engineering. The election shall be based on a majority vote within the Council. Honorary Fellows shall enjoy such privileges as may from time to time be determined by the Council.</p>	<p>5.2 Membership Grades 5.2.1 Honorary Fellow Member (Hon. F.I.M.M)</p> <p>The Council shall have the power to elect Honorary Fellow s member who shall be a person of eminence in science or industry related to Materials Science, Technology and Engineering. The election shall be based on a two-thirds majority vote of the Council's meeting attendees. Honorary Fellow member shall enjoy such privileges as may from time to time be determined by the Council.</p> <p><i>Justification:</i> Definition of majority vote is given.</p>
<p>5.2.2 Fellow (F.I.M.M)</p> <p>A person at least 35 years of age with approved academic qualifications, training and 8 years relevant responsible experience who has made significant contributions to the science and practice of profession of Materials Science and Engineering or has given distinguished service to industry or education.</p>	<p>5.2.2 Fellow Member (F.I.M.M)</p> <p>A person at least thirty-five (35) years of age with approved academic qualifications, training, and eight (8) years of relevant experience in responsible capacity, who has made significant contributions to the science and practice of the profession of Materials Science, Tehcnology and Engineering or has given distinguished service to industry or education.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2.3 Professional Member (M.I.M.M)</p> <p>A person at least 25 years of age. with</p>	<p>5.2.3 Professional Member (M.I.M.M)</p> <p>A person at least twenty-five (25) years of</p>

Current content	Amendment
<p>approved academic qualifications and training, having at least 3 years responsible experience in Materials Science and Engineering, or</p> <p>A person at least 40 years of age, with at least 15 years of experience with practical responsibility, as demonstrated by thesis/dissertation or report and interview.</p>	<p>age. With approved academic qualifications and training, having at least three (3) years of relevant experience in responsible capacity in Materials Science, Technology and Engineering, or</p> <p>A person at least forty (40) years of age, with at least fifteen (15) years of experience with practical responsibility, as demonstrated by thesis/dissertation or report and interview.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2.4 Associate Member (A.M.I.M.M)</p> <p>A person at least 25 years of age, who possesses an interest in Materials Science and Engineering but have not acquired the necessary experience or obtained the qualification', governing entry to Professional or Fellow Member grade. An Associate Member, on obtaining the necessary qualifications, may apply for transfer to Professional or Fellow Member grade.</p>	<p>5.2.4 Associate Member (A.M.I.M.M)</p> <p>A person at least twenty-five (25) years of age, who possesses an interest in Materials Science, Technology, and Engineering but has not acquired the necessary experience or obtained the qualification (' delete), governing entry to Professional or Fellow Member grade. An Associate Member, on obtaining the necessary qualifications, may apply for transfer to Professional or Fellow Member grade.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2.5 Company Member</p> <p>Any company that is involved or has interest in Materials Science and Engineering will be qualified to join as a company member.</p>	<p>5.2.5 Company Member</p> <p>Any company that is involved or has an interest in Materials Science, Technology, and Engineering will be qualified to join as a company member.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2.6 Ordinary Member</p> <p>A person above the age of 18 years engaged in activities related to research, development and, applications in Materials Science and Engineering shall qualify for Ordinary Membership. Only Ordinary Members who meet the necessary minimum requirements may apply for</p>	<p>5.2.6 Ordinary Member</p> <p>A person above the age of eighteen (18) years engaged in activities related to research, development, and (, delete) applications in Materials Science, Technology, and Engineering shall qualify for Ordinary Membership. Only Ordinary Members who meet the necessary</p>

Current content	Amendment
<p>transfer to membership grades of Professional or Fellow Member and may use the abbreviated titles upon transfer.</p>	<p>minimum requirements may apply for transfer to membership grade of Professional or Fellow Member and may use the abbreviated titles upon transfer.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.2.7 Student Member</p> <p>A student member shall be a person not under 17 years of age who at the time of application satisfies the Council that he has received a good general education and is studying subjects related to Materials Science or Engineering A student member shall transfer to the grade of Ordinary Member after graduation provided he or she is suitably qualified and as soon as he or she is earning a full-time salary A Student shall not become member of the IMM without the prior approval of the Vice-Chancellor or Head of Department of the university or relevant authority concerned.</p>	<p>5.2.7 Student Member</p> <p>A student member shall be a person not under seventeen (17) years of age who at the time of application satisfies the Council that he is studying subjects related to Materials Science, Technology or Engineering. A student member shall transfer to the grade of Ordinary Member after graduation provided that he is suitably qualified. A Student shall not become a member of the IMM without the prior approval of the Vice-Chancellor or Head of Department of the university or relevant authority concerned.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • “He” represents both genders (from law/legal terms) • The statement “as soon as he or she is earning a full-time salary” is removed to make it simple. <p>Society Act 1966 Membership of minors</p> <p>22. (1) The rules of a registered society may provide for the admission of a person under twenty-one years of age as a member or subscriber.</p> <p>(2) Any such member or subscriber may, if he is over sixteen years of age, by himself and if he is under that age by his parent or guardian, execute all instruments and give all acquittances necessary to be executed or given under the rules, but shall not be a member of the</p>

Current content	Amendment
	committee, or a trustee, secretary, manager or treasurer of the registered society.
5.3 Admission, Election and Transfer	5.3 Admission, Election, and Transfer <i>Justification:</i> Editorial correction.
5.3.1 Applications Admission and election to membership of the Institute and transfer in grade of membership therein shall be effected through voluntary application from persons qualified under the Constitution for such membership. A Certificate of Membership will be issued to every member.	5.3.1 Applications Admission and election to membership of the Institute and transfer in a grade of membership therein shall be effected through voluntary application from persons qualified under the Constitution for such membership. No person can hold two grades of membership at any one time. A Certificate of Membership will be issued to every member. <i>Justification:</i> Editorial correction.
5.3.2 Honorary Fellow An Honorary Fellow shall be elected by the unanimous vote of a meeting of the Council at which not less than two thirds of the members of the Council are present.	5.3.2 Honorary Fellow Member An Honorary Fellow Member shall be elected during by the unanimous vote of a meeting of the Council at which not less than two-thirds majority vote of the Council's meeting attendees. <i>Justification:</i> Editorial correction.
5.3.3 Fellow Every proposal for transfer of a Member to the grade of Fellow Member shall be according to such form as the Council may prescribe. This proposal form, having been subscribed by two Fellow Members (F.I.M.M.) and delivered, duly completed, to the Honorary Secretary, shall be submitted to the Council, who, subject to conditions herein before set forth, may, if they think fit, approve the proposed transfer.	5.3.3 Fellow Member Every proposal for transfer of a Member to the grade of Fellow Member shall be according to such form as the Council may prescribe. This proposal form, having been subscribed by two Fellow Members (F.I.M.M.) and delivered, duly completed, to the Honorary Secretary, shall be submitted to the Council, who, subject to conditions herein before set forth, may, if they think fit, approve the proposed transfer. <i>Justification:</i> Editorial correction.

Current content	Amendment
<p>5.3.4 Professional Members and Associates</p> <p>Any person desirous of being elected to a Professional or Associate Member shall be proposed and seconded according to such form as the Council may prescribe. The proposal form shall be signed by one Fellow (F.I.M.M.) and one Professional Member (M.I.M.M.). The proposer and seconder shall certify from personal knowledge of the candidate that he is a fit and proper person for consideration of the Council for membership in the Institute.</p>	<p>5.3.4 Professional Members and Associates s Member</p> <p>Any person desirous of being elected to a Professional Member or Associate Member shall be proposed and seconded according to such form as the Council may prescribe. The proposal form shall be signed by one Fellow Member (F.I.M.M.) and one Professional Member (M.I.M.M.). The proposer and seconder shall certify from personal knowledge of the candidate that he is a fit and proper person for consideration of the Council for membership in the Institute.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>5.3.5 Ordinary & Students</p> <p>Each candidate for admission to the grade of Ordinary, or for transfer from Student to Ordinary, shall have his application form signed by a Professional Member (M.I.M.M.). Each candidate for admission to the grade of Student shall have his application form certified by a Professional Member (M.I.M.M.) or by his employer or by a Head of Department of a teaching Institution who shall certify that the candidate is receiving or has received the required education and training. No person who is eligible for admission to the grade of Ordinary Member shall be admitted to the grade Student or remain in the grade of Student.</p>	<p>5.3.5 Ordinary Member & Students Member</p> <p>Each candidate for admission to the grade of Ordinary, or for transfer from Student to Ordinary, shall have his application form signed by a Fellow Member (F.I.M.M.) or Professional Member (M.I.M.M.). Each candidate for admission to the grade of Student Member shall have his application form certified by a Fellow Member (F.I.M.M.) or Professional Member (M.I.M.M.) or by his employer or by a Head of Department of a teaching Institution who shall certify that the candidate is receiving or has received the required education and training. No person who is eligible for admission to the grade of Ordinary Member shall be admitted to or remained in to the grade of Student Member.</p> <p><i>Justification:</i> Editorial correction.</p>

SECTION VI: MANAGEMENT

Current content	Amendment
<p>6.1 Council</p> <p>6.1.2 The number of the members of the</p>	<p>6.1 Council</p> <p>6.1.2 The number of the members of the</p>

Current content	Amendment
Council shall be thirty (30) persons.	Council shall be thirty (30) persons. <i>Justification:</i> Editorial correction.
6.1.6 The Council shall be responsible for negotiating and signing all documents with the nominated Contractor awarded the Contract to operate the Secretariat of the IMM which will run all activities of the IMM.	6.1.6 The Council shall be responsible for negotiating and signing all documents with the nominated Contractor awarded the Contract to operate the Secretariat of the IMM which will run all activities of the IMM. To delete this clause <i>Justification:</i> IMM need to take over the Secretariat itself for a better maintenance membership.
6.2 Officers of the Council 6.2.1 The Members of the Council, who shall be chosen from amongst IMM Members shall consist of the following: a) The President b) Deputy President c) Immediate Past President d) Honorary Secretary e) Honorary Treasurer f) 25 Ordinary Council Members The posts of President, Deputy President, Honorary Secretary and Honorary Treasurer shall be held by Malaysian citizens who must be IMM Fellow Member (F.I.M.M.) or Professional Member (M.I.M.M.) grades only. In the event of any of the four positions falling vacant, the position shall be filled by a simple majority vote within the council members.	6.2 Officers of the Council 6.2.1 The Members of the Council, who shall be chosen from amongst IMM Members shall consist of the following: a) The President b) Deputy President c) Immediate Past President d) Honorary Secretary e) Honorary Treasurer f) Twenty-five (25) Ordinary Council Members The posts of President, Deputy President, Honorary Secretary, and Honorary Treasurer shall be held by Malaysian citizens who must be IMM Honorary Fellow Member (Hon.F.I.M.M.) , IMM Fellow Member (F.I.M.M.) or Professional Member (M.I.M.M.) grades only. In the event of any of the four positions falling vacant, the position shall be filled by a simple majority vote of the Council's meeting attendees. <i>Justification:</i> Editorial correction.
6.2.2.1 The post of President for the first Council term shall be elected from amongst corporate members of the IMM. The first President shall hold office for two consecutive terms. The post of President for subsequent terms shall not be filled by	6.2.2.1 The post of President for the first Council term shall be elected from amongst Fellow Members and Professional Members of the IMM. The first President shall hold office for two (2) consecutive terms. The post of President for subsequent term shall

Current content	Amendment
<p>elections. The Deputy President shall automatically fill the post of the President once the terms completed. The term of office for the President shall be two consecutive terms.</p>	<p>be filled by elections within the Council during the penultimate Council Meeting prior to the Annual General Meeting. The Deputy President shall automatically fill the post of the President once the term/terms is/are completed. The term of office for the President shall not be more than two (2) consecutive terms.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • There is no definition of a corporate member in the IMM Constitution. • Replace corporate members with Fellow Members and Professional Members.
<p>6.2.2.2 The posts of Deputy President, Honorary Secretary and Honorary Treasurer for the first Council term shall be elected from amongst corporate members of the IMM. The first Deputy President, Honorary Secretary and Honorary Treasurer shall hold office for two consecutive terms. The post of Deputy President, Honorary Secretary -and Honorary Treasurer for subsequent terms shall be filled by elections within the Council during the penultimate Council Meeting prior to the Annual General Meeting. The office-bearers for these three posts can be re-elected for more than two consecutive terms.</p>	<p>6.2.2.2 The posts of Deputy President, Honorary Secretary and Honorary Treasurer for the first Council term shall be elected from amongst Fellow Members and Professional Members of the IMM. The first Deputy President, Honorary Secretary, and Honorary Treasurer shall hold office for two (2) consecutive terms. The post of Deputy President, Honorary Secretary, (- delete) and Honorary Treasurer for subsequent terms shall be filled by elections within the Council from amongst Honorary Fellow Members, Fellow Members and Professional Members of the IMM during the penultimate Council Meeting prior to the Annual General Meeting . The office-bearers for these three (3) posts can be re-elected for more than two (2) consecutive terms.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction • There is no definition of a corporate member of the IMM Constitution. Replace corporate members with Fellow Members and Professional Members.
<p>6.2.2.3 The posts for ten (10) Ordinary Council Members shall be filled by elections held during the Annual General Meeting.</p>	<p>6.2.2.3 The posts for ten (10) Ordinary Council Members shall be filled by elections held during the Annual General Meeting.</p>

Current content	Amendment
<p>The balance fifteen (15) Ordinary Council Members shall be co-opted by the Council within the first six (6) months after the Annual General Meeting with the objective of ensuring that other disciplines of Materials Science and Engineering will be represented within the Council. Ordinary Council Members shall hold office for one term and may be re-elected for not more than three consecutive terms.</p>	<p>The balance of fifteen (15) Ordinary Council Members shall be co-opted by the Council within the first six (6) months after the Annual General Meeting with the objective of ensuring that other disciplines of Materials Science, Technology, and Engineering will be represented within the Council. Every attempt shall be made to ensure a fair composition of different technical specialities of Materials Science, Technology, and Engineering; organizations, and regions. Not more than three Council Members shall be from the same technical speciality or same organization. Ordinary Council Members shall hold office for one (1) term and may be re-elected for not more than three (3) consecutive terms.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The fair composition of different technical speciality of materials science, technology, and engineering; organizations; and regions among the Council members has been practiced over years. This good practice shall be clearly stated in the IMM Consitution.
<p>6.2.3 A Council Member can also hold the post of Chairman of working committees of the IMM, while holding the post of an ordinary Council Member or a Principal post.</p>	<p>6.2.3 A Council Member can also hold the post of Chairman of working committees of the IMM (, delete) while holding the post of an ordinary Council Member or an Office-Bearer post.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The Principal post is not defined in IMM Constitution. • To replace Principal post with Office-Bearer post.
<p>6.3 Duties of the Council 6.3.3 The fiscal year for the IMM shall be from January 1 to December 31. An annual budget of estimated incomes and expenditures shall be adopted by the Council not later than 1st November each</p>	<p>6.3 Duties of the Council 6.3.3 The fiscal year for the IMM shall be from January 1st to December 31st. An annual budget of estimated incomes and expenditures shall be adopted by the Council not later than 1st November</p>

Current content	Amendment
year.	<p>December each year.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • More time for the Council to adopt the annual budget of estimate incomes and expenditures.
<p>6.3.4 The Council shall table an Annual Report at the Annual General Meeting. The Annual Report shall include the President's Message, the reports of the Honorary Secretary for the preceding session and of the Honorary Treasurer for the preceding fiscal year, and such other information as may be deemed appropriate by the Council.</p>	<p>6.3.4 The Council shall table an Annual Report at the Annual General Meeting. The Annual Report shall include the President's Message, the reports of the Honorary Secretary for the preceding session and (of – delete) the Honorary Treasurer for the preceding fiscal year, and such other information as may be deemed appropriate by the Council.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>6.4 Duties of the President, Deputy President and Immediate Past President</p> <p>6.4.2 The Deputy President shall act for the President in his absence. He shall succeed the President in the event of the latter's office falling vacant. He shall also be the Chairman of the Memberships Committee.</p>	<p>6.4 Duties of the President, Deputy President, and Immediate Past President</p> <p>6.4.2 The Deputy President shall act for the President in his absence. He shall succeed the President in the event of the latter's office falling vacant. He shall also be the Chairman of the Memberships Committee.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>6.5 Duties of the Honorary Secretary</p> <p>6.5.1 The Honorary Secretary shall serve as the Secretary of the Council. He/She shall attend the Annual General Meeting and Extraordinary General Meetings of the IMM and meetings of the Council and cause to be prepared agenda therefore and record the proceedings thereat.</p>	<p>6.5 Duties of the Honorary Secretary</p> <p>6.5.1 The Honorary Secretary shall serve as the Secretary of the Council. He/She shall attend the Annual General Meeting and Extraordinary General Meetings of the IMM and meetings of the Council and cause to be prepared agenda therefore and record the proceedings thereat.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>6.5.2 He/She shall prepare the Annual Report of the IMM on activities of the IMM in consultation with the different working committees and circulate it to all members of the IMM together with the Notice of the Annual General Meeting.</p>	<p>6.5.2 He/She shall prepare the Annual Report of the IMM on activities of the IMM in consultation with the different working committees and circulate it to all members of the IMM together with the Notice of the Annual General Meeting.</p>

Current content	Amendment
	<p><i>Justification:</i> Editorial correction.</p>
<p>6.5.3 He/She shall supervise the work of all employees of the IMM and shall conduct and maintain full records of the IMM, including the Membership Register.</p>	<p>6.5.3 He/She shall supervise the work of all employees of the IMM and shall conduct and maintain full records of the IMM, including the Membership Register.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>6.6 Duties of the Honorary Treasurer 6.6.1 The Honorary Treasurer shall be responsible for the collection of all monies due to the IMM and for the transfer of such monies to the appropriate bank accounts of the IMM which have been approved by the Council. The bank accounts will be in the name of the IMM. He may hold petty cash not exceeding RM500.00 at any one time. All money in excess of this sum shall within 7 days of receipt be deposited in the IMM Account.</p>	<p>6.6 Duties of the Honorary Treasurer 6.6.1 The Honorary Treasurer shall be responsible for the collection of all monies due to the IMM and for the transfer of such monies to the appropriate bank accounts of the IMM which have been approved by the Council. The bank accounts will be in the name of the IMM. He may hold petty cash not exceeding RM1,000.00 at any one time. All money in excess of this sum shall within seven (7) days of receipt be deposited in the IMM Account.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • With the annual revenue of IMM has been more than RM500K, for ease of operation, it is more appropriate to increase the petty cash from RM500 to RM1,000.
<p>6.6.3 On the recommendation of the Council, the Honorary Treasurer shall invest on Securities, funds not needed for current disbursements; purchase any property, movable or immovable, sell, mortgage, lease, exchange or otherwise dispose of any such property.</p>	<p>6.6.3 On the recommendation of the Council, the Honorary Treasurer shall invest on in Securities, funds not needed for current disbursements; purchase any property, movable or immovable, sell, mortgage, lease, exchange, or otherwise dispose of any such property.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>6.6.4 He shall present annually to the Council a Balance Sheet of the IMM's account, as of 31st December and shall furnish from time to time such other financial statements as may be required of him. Such financial statement of account as</p>	<p>6.6.4 He shall present annually to the Council a Balance Sheet of the IMM's account, as of 31st December, and shall furnish from time to time such other financial statements as may be required of him. Such financial statement of account as</p>

Current content	Amendment
of 31 st December shall be circulated to all members before the Annual General Meeting.	of 31 st December shall be circulated to all members before the Annual General Meeting. <i>Justification:</i> Editorial correction.

SECTION VII: SUBSCRIPTIONS

Current content	Amendment
7.1 The following entrance fees, processing fees, transfer fees and annual subscriptions shall be payable by members upon registration and acceptance.	7.1 The following entrance fees, processing fees, transfer fees, and annual subscriptions shall be payable by members upon registration and acceptance. <i>Justification:</i> Editorial correction.
7.1.2 ORDINARY MEMBER Entrance Fee : RM20.00 Processing Fee: - Transfer Fee : - Annual Subscription : RM40.00	7.1.2 ORDINARY MEMBER Entrance Fee : RM20.00 Processing Fee: - Transfer Fee : - Annual Subscription : RM50.00 <i>Justification:</i> The annual subscription fee for ordinary at RM40 has been implemented for more than 20 years. It is time to increase the fee from RM40 to RM50 to cover the escalating membership application and processing cost.
7.3 Arrears and Penalties 7.3.1 Any member whose subscription is more than three months in arrears shall be so notified by the Honorary Secretary. A member whose subscription becomes six months in arrears shall lose the right to vote and to receive publications normally furnished without special charge to members in good standing.	7.3 Arrears and Penalties Any member whose subscription is twenty-four (24) months in arrears shall automatically cease to be a member. A member whose subscription becomes two (2) months in arrears shall lose the right to vote and to receive publications normally furnished without special charge to members in good standing. <i>Justification:</i> <ul style="list-style-type: none"> • Editorial correction. • Any member whose subscription is more than three months in arrears has been

Current content	Amendment
	<p>notified by the Honorary Secretary multiple times. However, most of the time, the member is not reachable (due to a change of email address, postal address or office number, or mobile number) or has no response from the member.</p> <ul style="list-style-type: none"> • To have a more efficient way to keep the record of the active members, IMM should update the Membership record where any member whose subscription is twenty-four (24) months in arrears shall automatically cease to be a member. • A member whose subscription becomes two (2) months instead of six (6) months in arrears shall lose the right to vote. This is to ensure, members who attend the annual general meeting (normally in March each year) are active members with right to vote.
<p>7.3.2 The Honorary Secretary shall mail a final notice by registered post to the last known address of any member whose subscription becomes nine months in arrears. Any member whose subscription become twelve months in arrears shall be reported to the Council who shall have the power to expel the defaulter from the Institute by deleting his name from the Register, provided, however, that the Council for cause deemed by it to be sufficient, may extend the time for payment of arrears of subscriptions and for the application of these penalties.</p>	<p>7.3.2 The Honorary Secretary shall mail a final notice by registered post to the last known address of any member whose subscription becomes nine months in arrears. Any member whose subscription becomes twenty-four (24) months in arrears shall be reported to the Council for cease of the membership.</p> <p>who shall have the power to expel the defaulter from the Institute by deleting his name from the Register, provided, however, that the Council for cause deemed by it to be sufficient, may extend the time for payment of arrears of subscriptions and for the application of these penalties.</p> <p>The Council may, on written request, waive the subscription fee of a member who is travelling abroad for a period of twelve months or more for any purpose.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The practicality of this statement – “The

Current content	Amendment
	<p>Honorary Secretary shall mail a final notice by registered post to the last known address of any member whose subscription becomes nine months in arrears." Is low.</p> <ul style="list-style-type: none"> • Most of the time, the member is not reachable by registered post (due to a change of email address, postal address or office number, or mobile number) or has no response from the member. • To have a more efficient way to keep the record of the active members, IMM should update the Membership record where any member whose subscription is twenty-four (24) months in arrears shall automatically cease to be a member.
<p>7.3.3 In the case of any Council Member whose earning capacity has been adversely affected by ill-health, or otherwise, the Council may, at their discretion, exempt the annual subscription which are due from such an individual.</p>	<p>7.3.3 In the case of any Council Member whose earning capacity has been adversely affected by ill-health, or otherwise, the Council may, at their discretion, exempt the annual subscription which are is due from such an individual.</p> <p><i>Justification:</i> Editorial correction.</p>

SECTION VIII: ELECTION PROCEDURE

Current content	Amendment
<p>8.1 Not less than six weeks before the date of the Annual General Meeting, nominations for posts in the Council for the ensuing session shall be invited from Corporate Members. All nominations shall be submitted to the Honorary Secretary with the written consent of the person so nominated, by a date to be fixed by the Council.</p>	<p>8.1 Not less than six (6) weeks before the date of the Annual General Meeting, nominations for posts in the Council for the ensuing session shall be invited from Fellow and Professional Members. All nominations shall be submitted to the Honorary Secretary with the written consent of the person so nominated, by a date to be fixed by the Council.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • There is no definition of a corporate member in the IMM Constitution. • Replace corporate members with Fellow Members and Professional Members.

Current content	Amendment
<p>8.3 At a Council Meeting of the IMM preceding the Annual General Meeting, the Council shall choose three or more Council Members as Scrutineers for the purpose of counting votes during the elections. One of the Scrutineers shall be appointed the Returning Officer by the Council. The Scrutineers shall check all nomination forms to confirm the list of nominated candidates.</p>	<p>8.3 At a Council Meeting of the IMM preceding the Annual General Meeting, the Council shall choose three or more Council Members as Scrutineers for the purpose of counting votes during the elections. One of the Scrutineers shall be appointed the as the Returning Officer by the Council. The Scrutineers shall check all nomination forms to confirm the list of nominated candidates.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>8.4 All nominated candidates shall identify their field of speciality. Every attempt shall be made to ensure a fair composition of the different fields under Materials within the Council.</p>	<p>8.4 All nominated candidates shall identify their technical speciality of Materials Science, Technology, and Engineering. Every attempt shall be made to ensure a fair composition of the different fields under Materials Science, Technology, and Engineering within the Council.</p> <p><i>Justification:</i> Definition of “speciality” is given specifically to “technical speciality of materials science, technology, and engineering”.</p>
<p>8.5 Voting shall be by show of hands. Only members with voting rights will be allowed to vote. Each member shall be allowed to vote more than once.</p>	<p>8.5 Voting shall be by show of hands or by secret ballots. Only members with voting rights will be allowed to vote. Each member shall be allowed to vote not more than ten (10). In case of an equality of votes, the Chairman shall, whether voting is by a show of hands or by secret ballots, have a second or casting vote in addition to the vote to which he is entitled as a member.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> For virtual and hybrid meetings, it is practically difficult to impose voting shall be by show of hands. Voting can be by secret ballot for physical, virtual, or hybrid meetings. Chairman shall have the second vote in the case of equality of votes.
<p>8.6 One term of office for each Council Member shall not be more than two years.</p>	<p>8.6 One term of office for each Council Member shall not be more than two (2) years.</p>

Current content	Amendment
	<i>Justification:</i> Editorial correction.

SECTION IX: MEETINGS

Current content	Amendment
9.2 Subject to the provisions of the Constitution, the Meetings of the IMM shall be conducted as prescribed by the Council from time to time	9.2 Subject to the provisions of the Constitution, the Meetings of the IMM shall be conducted as prescribed by the Council from time to time. Meetings shall be in the format of physical, virtual, or hybrid. Virtual and hybrid meetings will be conducted using Remote Participation and Voting facilities. <i>Justification:</i> For post Covid pandemic, most of meetings of IMM have been carried out using virtual or hybrid format. Hence, remote participation and voting facilities shall be adapted.
9.3 The quorum for an Annual General Meeting or Extraordinary General Meeting shall be half of the voting member register or one third more the number of Council Members whichever is the lower. The quorum for a Council Meeting shall be not less than one third of the number of Council Members.	9.3 The quorum for an Annual General Meeting or Extraordinary General Meeting shall be half of the voting member register or one-third more than the number of Council Members whichever is the lower. The quorum for a Council Meeting shall be not less than one-third of the number of Council Members. <i>Justification:</i> Editorial correction.
9.4 The accidental omission to send notice of a meeting to, or the non-receipt of a notice by, any Member shall not invalidate the proceedings at the meeting.	9.4 The accidental omission to send notice of a meeting to, or the non-receipt of a notice by, any m ember shall not invalidate the proceedings at the meeting. <i>Justification:</i> Editorial correction.
9.5 Annual General Meeting 9.5.1 The Annual General Meeting of the IMM shall be held not later than the end of March of each year on a date and at such time and place as the Council may determine. The notice for the Annual General Meeting	9.5 Annual General Meeting 9.5.1 The Annual General Meeting of the IMM shall be held not later than the end of March of each year on a date and at such time and place as the Council may determine. The notice for the Annual General Meeting

Current content	Amendment
<p>together with the audited annual accounts for the previous year shall be circulated to the general membership at least four weeks before the Annual General Meeting.</p>	<p>together with the audited annual accounts for the previous year shall be circulated to the general membership at least four (4) weeks before the Annual General Meeting.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>9.5.2 In the event of a quorum not being present within thirty minutes of the hour fixed for the commencement of the Annual General Meeting, the meeting shall stand adjourned to the same place and the same day and hour in the following week, when the Members present, whatever number, shall have the power to proceed with the business of the day but they shall not have the power to alter the Constitution of the Institute, or make decisions affecting the whole Membership.</p>	<p>9.5.2 In the event of a quorum not being present within thirty (30) minutes of the hour fixed for the commencement of the Annual General Meeting, the meeting shall stand adjourned to the same place and the same day and at sixty (60) minutes of the hour fixed for the commencement of the Annual General Meeting, when the members present, whatever number, shall have the power to proceed with the business of the day but they shall not have the power to alter the Constitution of the Institute (, delete) or make decisions affecting the whole membership.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. <p>It is more practical and cost-saving to the members, in the event of a quorum not being present within thirty (30) minutes of the hour fixed for the commencement of the Annual General Meeting, the meeting shall stand adjourned to the same place and the same day and at sixty (60) minutes of the hour fixed for the commencement of the Annual General Meeting instead of the the same day and hour in the following week.</p>
<p>9.5.3 The business of the Annual General Meeting shall include the presentation of the President's Address, the Report of Council of the activities of the past year and the audited financial statements of accounts, the declaration of the results of the ballots for the election of Officers of the IMM, the election of the internal auditors, the appointment of external auditors, the installation of the President and the consideration of any other business as provided for in these Constitution.</p>	<p>9.5.3 The business of the Annual General Meeting shall include the presentation of the President's Address, the Report of Council of the activities of the past year and the audited financial statements of accounts, the declaration of the results of the ballots for the election of Officers of the IMM, the election of the internal auditors (; delete) and the appointment of external auditors, the installation of the President, and the consideration of any other business as provided for in these Constitution, and</p>

Current content	Amendment
	<p>consideration of any other business of which notice in writing has been given to the Honorary Secretary by a member at least fourteen (14) days before the meeting.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • The dateline for submission of resolution and motion is set to at least 14 days before the meeting to facilitate the Secretariat.
<p>9.6 Extraordinary General Meeting</p> <p>9.6.1 Any twenty voting members may at any time call an Extraordinary General Meeting of members for a specific purpose or whenever the Council deems it necessary. An Extraordinary General Meeting requisitioned by members shall be convened for a date within thirty days of the receipt of such requisition.</p>	<p>9.6 Extraordinary General Meeting</p> <p>9.6.1 Any twenty (20) voting members may at any time call an Extraordinary General Meeting of members for a specific purpose or whenever the Council deems it necessary. An Extraordinary General Meeting requisitioned by members shall be convened for a date within thirty sixty (60) days of the receipt of such requisition.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • An Extraordinary General Meeting requisitioned by members shall be convened for a date within sixty (60) days (instead of thirty days) of the receipt of such requisition. If 30 days is followed and excluding the twenty-one days notice to the members, the Council has only 9 days to prepare for an Extraordinary General Meeting. It is more practical Extraordinary General Meeting requisitioned by members shall be convened for a date within sixty (60) days because the Council members are volunteers with full-time job commitment.
<p>9.6.2 The notice for the Extraordinary General Meeting shall be circulated to the Members at least twenty-one days before such meeting. Such notice shall specify the general nature of the matters to be brought before and the resolutions (if any) to be moved at such meeting and none other</p>	<p>9.6.2 The notice for the Extraordinary General Meeting shall be circulated to the Mmembers at least twenty-one (21) days before such meeting. Such notice shall specify the general nature of the matters to be brought before and the resolutions (if any) to be moved at such meeting and none</p>

Current content	Amendment
than that business shall be transacted at the meeting.	other than that business shall be transacted at the meeting. <i>Justification:</i> Editorial correction.
9.6.3 Clause 9.5.2 of this Constitution regarding the postponement of an Annual General Meeting shall apply also to an Extraordinary General Meeting, but with the proviso that if no quorum is present after half an hour from the time appointed for a postponed Extraordinary General Meeting, the meeting shall be cancelled, and no Extraordinary General Meeting shall be requisitioned for the same purpose until after the lapse of at least six months from the date thereof.	9.6.3 Clause 9.5.2 of this Constitution regarding the postponement of an Annual General Meeting shall apply also to an Extraordinary General Meeting, but with the proviso that if no quorum is present after half an hour from the time appointed for a postponed Extraordinary General Meeting, the meeting shall be cancelled, and no Extraordinary General Meeting shall be requisitioned for the same purpose until after the lapse of at least six (6) months from the date thereof. <i>Justification:</i> Editorial correction.
9.6.4 In the event of the Council deeming it desirable that the votes of Members of the IMM not present at any Extraordinary General Meeting be taken into account by means of voting papers, notice of the Extraordinary General Meetings in question containing particulars of the Resolutions to be submitted to the meeting, shall be posted by the Honorary Secretary of the IMM together with the voting paper to each voting Member of the IMM. at least twenty-one days before the date of the Extraordinary General Meeting, in an envelope marked as being from the IMM and addressed to each Member for the time being appearing on the books of the IMM.	9.6.4 In the event of the Council deeming it desirable that the votes of Members of the IMM not present at any Extraordinary General Meeting be taken into account by means of voting papers, notice of the Extraordinary General Meetings in question containing particulars of the Resolutions to be submitted to the meeting, shall be posted by the Honorary Secretary of the IMM together with the voting paper to each voting Member of the IMM. at least twenty-one days before the date of the Extraordinary General Meeting, in an envelope marked as being from the IMM and addressed to each Member for the time being appearing on the books of the IMM. To delete this clause <i>Justification:</i> Proxy voting shall not be required for virtual or hybrid meeting. Remote participation and voting facilities will be adapted.
9.6.5 The Honorary Secretary shall also send in such envelope indication of the last date by which the voting paper be received back by the Honorary Secretary, and an envelope	9.6.5 The Honorary Secretary shall also send in such envelope indication of the last date by which the voting paper be received back by the Honorary Secretary, and an envelope

Current content	Amendment
addressed to the Honorary Secretary for the return of the said voting paper.	<p>addressed to the Honorary Secretary for the return of the said voting paper.</p> <p>To delete this clause</p> <p><i>Justification:</i> Proxy voting shall not be required for virtual or hybrid meeting. Remote participation and voting facilities will be adapted.</p>
9.6.6 The Member on receipt of his voting paper and is unable to be present to vote at the Extraordinary General Meeting, shall record his vote and return the voting paper through the post to the Honorary Secretary.	<p>9.6.6 The Member on receipt of his voting paper and is unable to be present to vote at the Extraordinary General Meeting, shall record his vote and return the voting paper through the post to the Honorary Secretary.</p> <p>To delete this clause</p> <p><i>Justification:</i> Proxy voting shall not be required for virtual or hybrid meeting. Remote participation and voting facilities will be adapted.</p>
9.6.7 Each voting paper so received by the Honorary Secretary shall, three days before the date of the Extraordinary General Meeting, be handed by him to the Chairman of the Meeting, and the vote given thereby shall be duly counted at the Meeting by or under the direction of the Chairman together with the votes cast by the Members entitled to vote at such meeting. The decision of the Chairman upon any question as to the right to vote or the manner of voting or the recording or counting of votes shall be final.	<p>9.6.7 Each voting paper so received by the Honorary Secretary shall, three days before the date of the Extraordinary General Meeting, be handed by him to the Chairman of the Meeting, and the vote given thereby shall be duly counted at the Meeting by or under the direction of the Chairman together with the votes cast by the Members entitled to vote at such meeting. The decision of the Chairman upon any question as to the right to vote or the manner of voting or the recording or counting of votes shall be final.</p> <p>To delete this clause</p> <p><i>Justification:</i> Proxy voting shall not be required for virtual or hybrid meeting. Remote participation and voting facilities will be adapted.</p>
9.6.8 No Resolutions other than the Resolutions as circulated for the purpose of a postal vote and no amendment or variation of any such Resolution shall be proposed or voted upon at the meeting.	<p>9.6.4 No Resolutions other than the Resolutions as circulated for the purpose of a postal vote and no amendment or variation of any such Resolution shall be proposed or voted upon at the meeting.</p>

Current content	Amendment
	<p><i>Justification:</i> Proxy voting shall not be required for virtual or hybrid meeting. Remote participation and voting facilities will be adapted.</p>
<p>9.7 Council Meeting</p> <p>The Council shall meet at least once every 3 months and 14 days' notice of each meeting shall be given to the Members. The President acting alone or not less than three of its Members acting together may call for a meeting of the Council to be held at any time. At least one third of the Council members must be present for its proceedings to be valid and to constitute a quorum.</p>	<p>9.7 Council Meeting</p> <p>The Council shall meet at least once every three (3) months and fourteen (14) days' notice of each meeting shall be given to the Members. The President acting alone or not less than three of its Members acting together may call for a meeting of the Council to be held at any time. At least one-third of the Council Members must be present for its proceedings to be valid and to constitute a quorum.</p> <p><i>Justification:</i> Editorial correction.</p>

SECTION X: AMENDMENTS

Current content	Amendment
<p>10.1 The Constitution of IMM can be amended only at the Annual General Meeting or at an Extraordinary General Meeting hereinafter referred to as General Meetings. Amendment of the Constitution can be proposed by the Council or by not less than twenty voting members signing a written petition to the Honorary Secretary. Petitions for a proposed amendment shall be presented to the Honorary Secretary not less than fourteen days in advance of the date of the General Meeting. A proposed amendment in accordance with the intent of the petition shall be drafted by the Honorary Secretary and sent by letter to all Members of IMM at least seven days in advance of the General Meeting, at which the proposed amendments shall be tabled.</p>	<p>10.1 The Constitution of IMM can be amended only at the Annual General Meeting or at an Extraordinary General Meeting hereinafter referred to as General Meetings. Amendment of the Constitution can be proposed by the Council or by not less than twenty (20) voting members signing a written petition to the Honorary Secretary. Petitions for a proposed amendment shall be presented to the Honorary Secretary not less than fourteen (14) days in advance of the date of the General Meeting. A proposed amendment in accordance with the intent of the petition shall be drafted by the Honorary Secretary and sent by letter to all members of IMM at least seven (7) days in advance of the General Meeting, at which the proposed amendments shall be tabled.</p> <p><i>Justification:</i> Editorial correction.</p>

Current content	Amendment
<p>10.2 The proposed amendment as drafted by the Honorary Secretary shall be tabled for discussion at the General Meeting and it may be amended in any manner pertinent to the petitions by a majority vote at the said Meeting.</p>	<p>10.2 The proposed amendment as drafted by the Honorary Secretary shall be tabled for discussion at the General Meeting and it may be amended in any manner pertinent to the petitions by a two-thirds majority vote at the said Meeting.</p> <p><i>Justification:</i> Definition of majority vote is given.</p>
<p>10.3 After discussion of a proposed amendment at any General Meeting of the Institute, if the meeting shall so decide by a majority vote, it may refer the proposed amendment to a committee for further consideration, and report at the next General Meeting.</p>	<p>10.3 After discussion of a proposed amendment at any General Meeting of the Institute, if the meeting shall so decide by a two-thirds majority vote, it may refer the proposed amendment to a committee for further consideration, and report at the next General Meeting.</p> <p><i>Justification:</i> Definition of majority vote is given.</p>
<p>10.4 For the adoption of any amendment to the Constitution, not less than two thirds of the valid ballots cast shall be in the affirmative. An amendment which has been adopted shall be submitted to the Registrar of Societies within 28 days and shall become effective upon the approval of the Registrar of Societies.</p>	<p>10.4 For the adoption of any amendment to the Constitution, not less than two-thirds of the valid ballots cast shall be in the affirmative. An amendment which that has been adopted shall be submitted to the Registrar of Societies within 28 sixty (60) days and shall become effective upon the approval of the Registrar of Societies.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • To be consistent with the Societies Act 1966 (Incorporating all amendments up to 1 January 2006). <p>Change of name, place of business and rules of society</p> <p>11. (1) No registered society shall -</p> <p>(a) change its name or place of business; or</p> <p>(b) amend its rules,</p> <p>without the prior approval of the Registrar, and an application for any such change, or amendment of its rules shall be made to the Registrar within <u>sixty days</u> from the date of the decision to make the change or the amendment.</p>

SECTION XI: AUDIT

Current content	Amendment
<p>11.1 One or more persons, who shall not be office-bearers of the Institute, shall be appointed by the Annual General Meeting as Internal Auditors. They shall hold office for one year only and shall not be re-appointed.</p>	<p>11.1-One or more persons, More than one member, who shall not be office-bearers the Council Members of the Institute, shall be appointed elected by the Annual General Meeting as Internal Auditors. They shall hold office for one year only and shall not be re-appointed elected.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • There shall be more than one internal auditors to be appointed. • The Council shall approve the financial statements before tabling them to the members during the AGM. To avoid conflict of interest, Council members shall not be appointed as internal auditors.
<p>11.2 The Internal Auditor/Auditors shall be required to audit the accounts of the Institute for the year, and to prepare a report or certificate for the annual general meeting. He/They may also be required by the President to audit the accounts of the Institute for any period within their tenure of office at any date, and to make a report to the Management Committee.</p>	<p>11.2 The Internal Auditor/Auditors shall be required to audit the accounts of the Institute for the year, and to prepare a report or certificate for the Annual General Meeting. He/They may also be required by the President to audit the accounts of the Institute for any period within their tenure of office at any date (, delete) and to make a report to the Management Committee.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • There shall be more than one internal auditors to be appointed.
<p>11.3 An external auditor shall be appointed by the Council upon recommendations from the Management Committee on a year-to-year basis. The external auditor shall prepare and submit the annual accounts to the relevant authorities.</p>	<p>11.3 An external auditor shall be appointed elected by the members during Annual General Meeting. Council—upon recommendations from the Management Committee on a year-to-year basis. The external auditor shall prepare and submit the annual accounts to the relevant authorities Council.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • The clause must be consistent with clause 9.5.3. • The internal and external auditor shall

	be elected during Annual General Meeting.
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SECTION XII: PROHIBITIONS

Current content	Amendment
12.2 The Institute shall not hold any lottery, whether confined to its members or not, in the name of the Institute or its office bearers, committee or member.	12.2 The Institute shall not hold any lottery, whether confined to its members or not, in the name of the Institute or its office bearers, committee, or member. <i>Justification:</i> Editorial correction.

SECTION XIII: DISSOLUTION

Current content	Amendment
13.3 Notice of dissolution shall be forwarded to the Registrar of Societies within 14 days of its dissolution.	13.3 Notice of dissolution shall be forwarded to the Registrar of Societies within fourteen (14) days of its dissolution. <i>Justification:</i> Editorial correction.

SECTION XIV: MANAGEMENT COMMITTEE

Current content	Amendment
14.1 The financial assets of the Institute of Materials, Malaysia (IMM) shall be managed by a Management Committee in accordance to IMM Constitution Section XI.	14.1 The financial assets of the Institute of Materials, Malaysia (IMM) shall be managed by a Management Committee in accordance to with IMM Constitution Section XI. <i>Justification:</i> Editorial correction.
14.4 Quorum for Management Committee meetings shall be 3 out of 5.	14.4 The quorum for Management Committee meetings shall be three (3) out of five (5) . <i>Justification:</i> Editorial correction.
14.6 The Management Committee shall oversee the set-up of wholly-owned subsidiary companies registered under the Companies Act to undertake activities for the IMM or to operate business activities beneficial to the IMM, as allowed for in the IMM Constitution clause number 3.1 (e), 6.3.1 & 6.6.3. Such companies shall be managed by a Board of Directors appointed	14.6 The Management Committee shall oversee the set-up of wholly-owned subsidiary companies registered under the Companies Act to undertake activities for the IMM or to operate business activities beneficial to the IMM, as allowed for in the IMM Constitution clause number 3.1 (f) , 6.3.1 & 6.6.3. Such companies shall be managed by a Board of Directors appointed

<p>by the Management Committee. All profits and proceeds obtained through involvement in business and investment activities of the IMM shall be for the purpose of development, growth, and achieving the objectives of the IMM and none of the profits and monies gained shall be used to pay benefits or bonus to any individual member. However, this provision shall not prohibit any payment made for the good cause, to pay salaries, benefits, and expenditures to any working/active members, workers, and staff of the IMM.</p>	<p>by the Management Committee. All profits and proceeds obtained through involvement in business and investment activities of the IMM shall be for the purpose of development, growth, and achieving the objectives of the IMM and none of the profits and monies gained shall be used to pay benefits or bonus to any individual member. However, this provision shall not prohibit any payment made for the good cause, to pay salaries, benefits, and expenditures to any working/active members, workers, and staff of the IMM.</p>
<p>14.7 The Chairman, and in his absence, the Deputy Chairman shall preside at each meeting. In the absence of both, either one of the remaining 3 committee members shall preside over the meeting, based on mutual consent.</p>	<p>14.7 The Chairman, and in his absence, the Deputy Chairman shall preside at each meeting. In the absence of both, either one of the remaining three (3) committee members shall preside over the meeting, based on mutual consent.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>14.9 The Board of Directors shall provide monthly report to the Management Committee for review.</p>	<p>14.9 The Board of Directors shall provide a monthly report to the Management Committee for review.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>14.10 The shares of the IMM shall be held in trust by a Board of Trustees appointed by the Management Committee. A Trust Deed shall be drawn up between the IMM and the Board of Trustees.</p>	<p>14.10 The shares of the IMM shall be held in trust by a Board of Trustees appointed by the Management Committee. The Honorary Secretary or Honorary Treasurer shall not be appointed as a member of the Board of Trustees. A Trust Deed or the Roles and Responsibility of the Board of Trustees shall be drawn up between the IMM and the Board of Trustees.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> To be consistent with the Societies Act 1966 (Incorporating all amendments up to 1 January 2006). <p>Appointment of trustees</p> <p>25. (1) Every registered society shall have one or more trustees.</p> <p>(2) No person shall be appointed a</p>

	<p>trustee of a registered society if he holds the office of <u>the secretary or the treasurer</u> of that registered society.</p> <ul style="list-style-type: none"> • A Trust Deed or the Roles and Responsibility of the Board of Trustees (instead of only a Trust Deed) shall be drawn up between the IMM and the Board of Trustees.
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SECTION XV: CHEQUE AUTHORISATION

Current content	Amendment
<p>15.1 Cheque Authorisations</p> <p>The authorized cheque signatories shall be the President, the Deputy President, the Honorary Treasurer, and the Honorary Secretary.</p> <p>Authority limits shall be as follows:</p> <p>15.1.1 Less than RM10,000.00 per cheque; Jointly by any two of the four authorized signatories.</p>	<p>15.1 Cheque Authorisations</p> <p>The authorized cheque signatories shall be the President, the Deputy President, the Honorary Treasurer, and the Honorary Secretary.</p> <p>Authority limits shall be as follows:</p> <p>15.1.1 All cheques (up to RM10,000.00 per cheque) on the bank account of the Institute shall, unless and until otherwise from time to time resolved by the Council, be signed by the Honorary Treasurer. The second signatory shall be the President or the Deputy President or the Honorary Secretary.</p> <p><i>Justification:</i> The Honorary Treasurer shall be one of the signatories of the cheques (less than RM10,000.00 per cheque).</p>
<p>15.1.2 Above RM10,000.00 per cheque; by the President and any one of the other three authorized signatories.</p>	<p>15.1.2 All cheques (more than RM10,000.00 per cheque) on the bank account of the Institute shall, unless and until otherwise from time to time resolved by the Council, be signed by the Honorary Treasurer and President.</p> <p><i>Justification:</i> The President and Honorary Treasurer shall be signatories of the cheques (more than RM10,000.00 per cheque).</p>
	<p>15.1.3 Online banking facility may be used with a set limit of RM10,000.00 per</p>

	<p>transaction whereby one signatory is sufficient to approve such an online transaction and the payment voucher is approved by another signatory. Unless and until otherwise from time to time resolved by the Council, the signatory for the online banking facility shall be the Honorary Treasurer.</p> <p><i>Justification:</i> The signatory of the online banking facility shall be the Honorary Treasurer and the payment voucher be approved by another signatory. For each transaction, there shall be two signatories required, one for online banking and one for payment voucher.</p>
	<p>15.1.4 Online banking facility may be used for more than RM10,000.00 per transaction whereby one signatory is sufficient to approve such an online transaction and unless and until otherwise from time to time resolved by the Council, the signatory for the payment voucher shall be the President and the signatory for the online banking facility shall be the Honorary Treasurer.</p> <p><i>Justification:</i> The signatory of the online banking facility shall be the Honorary Treasurer and the payment voucher be approved by another signatory. For each transaction, there shall be two signatories required, one for online banking and one for payment voucher.</p>

SECTION XVI: SECRETARIAT & ADVISOR - To delete this clause

Current content	Amendment
<p>16.1 Secretariat</p> <p>The Secretariat of the IMM may be contracted to a nominated Contractor who can demonstrate their, ability (both financially and technically) to operate the Secretariat and run all activities on behalf of the IMM.</p> <p>The terms and conditions of the contract for operating the Secretariat shall be</p>	<p>16.1 Secretariat</p> <p>The Secretariat of the IMM may be contracted to a nominated Contractor who can demonstrate their (, delete) ability (both financially and technically) to operate the Secretariat and run all activities on behalf of the IMM.</p> <p>The terms and conditions of the contract for operating the Secretariat shall be</p>

established and approved by the Council.	<p>established and approved by the Council.</p> <p>To delete this clause</p> <p><i>Justification:</i> IMM need to take over the Secretariat itself for a better maintenance membership.</p>
<p>16.2 Advisor</p> <p>A person of eminence in science or industry and who has been awarded the title of Honorary Fellow of the IMM by the Council shall be appointed by the Council as the Advisor to the IMM. The term of office for the Advisor shall be three (3) years, and he/she may be re-appointed.</p>	<p>16.2 Advisor</p> <p>A person of eminence in science or industry and who has been awarded the title of Honorary Fellow of the IMM by the Council shall be appointed by the Council as the Advisor to the IMM. The term of office for the Advisor shall be three (3) years, and he/she may be re-appointed for not more than one (1) consecutive term.</p> <p>To delete this clause</p> <p><i>Justification:</i> No purpose of the actual Advisor role.</p>

SECTION ~~XVII~~ XVI: RESIGNATION & TERMINATION

Current content	Amendment
<p>17.1 Resignations/Terminations of Council Members & Committee Members.</p> <p>Council Members and Committee Members who wish to resign from their posts shall submit written requests of resignation to the Honorary Secretary giving one month's notice in advance and ensure that all dues and debts have been settled.</p> <p>The Council may terminate the office of a Council Member or Committee Member for one or more of the following reasons: -</p>	<p>17.1 16.1 Resignations/Terminations of Council Members & Committee Members Chairmen.</p> <p>Council Members and Committee Members Chairmen who wish to resign from their posts shall submit written requests of resignation to the Honorary Secretary giving one month's notice in advance and ensuring that all dues and debts have been settled.</p> <p>The Council may terminate the office of a Council Member or Committee Member Chairman for one or more of the following reasons: (- delete)</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction.

Current content	Amendment
	<ul style="list-style-type: none"> The Council appoints the Committee Chairmen and hence, the matters related to resignations/terminations of Committee Chairmen should be handled by the Council. The Council does not intervene in the resignations/termination of the Committee Members. The appointment of the Committee Members is by the Committee Chairmen.
<p>c) Failure to attend at least fifty percent of Meetings held within a Calendar Year.</p>	<p>c) Failure to attend at least fifty (50) percent of Meetings held within a Calendar Year.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>d) Failure to perform duties issued by the Council.</p> <p>The Council shall issue a show-cause letter to the Member concerned giving a one-month period for appeal prior to official termination.</p> <p>Vacancies arising out of resignations or terminations shall be filled by elections within the Council for Principal Posts and Co-opting of new Ordinary Council Members or Committee Members.</p>	<p>d) Failure to perform duties issued by the Council.</p> <p>The Council shall issue a show-cause letter to the Member concerned giving a one (1)-month period for appeal prior to official termination.</p> <p>Vacancies arising out of resignations or terminations shall be filled by elections within the Council for Principal Office-Bearer Posts and Co-opting of new Ordinary Council Members or appointing new Committee Chairmen.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> Editorial correction. The Principal post is not defined in IMM Constitution. To replace Principal post with Office-Bearer post. The Council appoints the Committee Chairmen and hence, the matters related to resignations/terminations of Committee Chairmen should be handled by the Council. The Council does not intervene in the resignations/termination of the Committee Members. The appointment of the Committee Members is by the

Current content	Amendment
	Committee Chairmen.

SECTION ~~XVIII~~ XVII: LOGO

Current content	Amendment
<p>18.1 Logo</p> <p>The logo of the IMM shall be in the form of three letters IMM, in bold capital letters, encircled with a sphere in orbit. The colours of the logo shall be in blue and yellow. The logo and its colours do not have any special meaning nor any special significance. A sample of the logo is depicted as follows: -</p>	<p>18.1 17.1 Logo</p> <p>The logo of the IMM shall be in the form of three letters IMM, in bold capital letters, encircled with by a sphere in orbit. The colours of the logo shall be in blue and yellow. The logo and its colours do not have any special meaning nor any special significance. A sample of the logo is depicted as follows: (- delete)</p> <p><i>Justification:</i> Editorial correction.</p>

GUIDELINES-BY-LAWS FOR WORKING COMMITTEES

Current content	Amendment
GUIDELINES FOR WORKING COMMITTEES	BY-LAWS FOR WORKING COMMITTEES
	<p><i>Justification:</i> To replace Guidelines with By-Laws. By-Laws are part of the IMM Constitution.</p>
<p>1. The term “Working Committees” shall cover regional chapters, discipline committees and sub-committees established under IMM Constitution no: 6.1.4. The Working Committees shall comprise of one Chairman, one Deputy-Chairman, one Secretary, one Treasurer, and Ordinary Committee members of not less than three (3) and not more than fifteen (15) bringing a total minimum of seven (7) or maximum of nineteen (19).</p>	<p>1. The term “Working Committees” shall cover regional chapters, discipline technical/non-technical committees, and sub-committees established under IMM Constitution no clause: 6.1.4. The Working Committees shall comprise of one (1) Chairman, one (1) Deputy Chairman, one (1) Secretary, one (1) Treasurer, and Ordinary Committee members of not less than three (3) and not more than fifteen (15) bringing a total minimum of seven (7). or a maximum of nineteen (19).</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • No limit to the maximum number of members in the committee. More flexible and encourage more people to join the committee.

Current content	Amendment
<p>2. The Working Committee Chairman may be elected from the Working Committee and approved by the IMM Council in accordance to IMM Constitution no: 6.1.4. The term of office of the Chairman shall be two (2) years and the election for the Chairman’s post shall be held before the Annual General Meeting of the IMM. The election procedure shall be by nomination within the Working Committee and simple majority vote by hand based on a quorum of one third attendance of the Working Committee members. The decision to conduct an election for the Working Committee Chairman shall be made by a simple majority vote within the committee. In the event that the Working Committee decides not to hold its own election, the Council shall appoint the new Working Committee Chairman after the Annual General Meeting of the IMM.</p>	<p>2. The Working Committee Chairman may be elected from the Working Committee and approved by the IMM Council in accordance with IMM Constitution no clause: 6.1.4. The term of office of the Chairman shall be two (2) years and the election for the Chairman’s post shall be held before the Annual General Meeting of the IMM. The election procedure shall be by nomination within the Working Committee. and simple majority vote by hands based on a quorum of one third attendance of the Working Committee members. The decision to conduct an election for the Working Committee Chairman shall be voted by hands or secret ballots. made by a simple majority vote within the committee. The Working Committee Chairman shall hold office for one (1) term and may be re-elected. for not more than two (2) consecutive terms. In the event that the Working Committee decides not to hold its own election, the Council shall appoint the new Working Committee Chairman after the Annual General Meeting of the IMM.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • For virtual and hybrid meetings, it is practically difficult to impose voting shall by show of hands. Voting can be by secret ballots for physical, virtual, or hybrid meetings. • The terms of office of a Working Committee Chairman will be consistent with the terms of office of a Council Member, where The Working Committee Chairman shall hold office for one term and may be re-elected for not more than three consecutive terms.
<p>3. The Working Committee Chairman shall appoint his Deputy-Chairman, Secretary, Treasurer and his ordinary committee members.</p>	<p>3. The Working Committee Chairman shall appoint his Deputy Chairman, Secretary, Treasurer, and his ordinary committee members.</p>

Current content	Amendment
	<p><i>Justification:</i> Editorial correction.</p>
<p>6. The Working Committee Chairman shall be responsible for the activities of both the Working Committee and the Sub-Committees and ensure that all activities are carried out in compliance to the IMM Constitution.</p>	<p>6. The Working Committee Chairman shall be responsible for the activities of both the Working Committee and the Sub-Committees and ensure that all activities are carried out in compliance with the IMM Constitution.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>7. The Working Committee Chairman shall be responsible for the funds involved in each particular activity conducted by the committees and liaise closely with the Honorary Treasurer to ensure proper accounting records are kept. At the end of each activity, all remaining funds after deducting expenditures shall be transferred by the Honorary Treasurer into IMM’s Bank Account and appropriately classified for identification purposes. A financial report for each activity shall be prepared by the Committee Chairman and submitted to the IMM Management Committee for review and approval.</p>	<p>7. The Working Committee Chairman shall be responsible for the funds involved in each particular activity conducted by the committees and liaise closely with the Honorary Treasurer to ensure proper accounting records are kept. At the end of each activity, all remaining funds after deducting expenditures shall be transferred by the Honorary Treasurer into IMM’s Bbank Aaccount and appropriately classified for identification purposes. A financial report for each activity shall be prepared by the Committee Chairman and submitted to the IMM Management Committee for review and approval.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>8. All funds earned by the various committees shall be held in IMM’s bank account. The Honorary Treasurer shall classify income received individually for administrative purposes only. All committees planning activities may request for advances from the IMM bank account. The IMM Management Committee shall meet to review the advance requests and approve accordingly.</p>	<p>8. All funds earned by the various committees shall be held in IMM’s bank account. The Honorary Treasurer shall classify income received individually for administrative purposes only. All committees planning activities may request for advances from the IMM bank account Honorary Treasurer. The IMM Management Committee shall meet to review the advance requests and approve accordingly.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • Not to prolonged the process.
<p>10. The duties and responsibilities of the Chairman and Subcommittee Head shall include: -</p>	<p>10. The duties and responsibilities of the Working Committee Chairman and Subcommittee Head shall include: (- delete)</p>

Current content	Amendment
	<p><i>Justification:</i> Editorial correction.</p>
<p>11. The duties and responsibilities of the Secretary shall include:</p> <p>11.1 Prepare offices for meeting and record proceedings thereat.</p>	<p>11. The duties and responsibilities of the Secretary of Working Committee shall include:</p> <p>11.1 Prepare offices for meetings and record proceedings thereat.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>11.4 Keep a record of the members within the Committee and also to mail all membership applications to the Honorary Secretary of the IMM.</p>	<p>11.4 Keep a record of the members within the Committee and also submit all membership applications status to the Honorary Secretary of the IMM.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • An online Membership application was put in place. The Secretary of the Committee does not need to mail all membership applications to the Honorary Secretary of the IMM. Instead, he only needs to inform the membership applications to the Honorary Secretary of the IMM.
<p>12. The duties and responsibilities of the Treasurer shall include:</p> <p>12.1 Keep a record of all income and expenditure relating to activities of the committee.</p>	<p>12. The duties and responsibilities of the Treasurer of the Working Committee shall include:</p> <p>12.1 Keep a record of all income and expenditure relating to activities of the committee.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>12.2 Prepare and submit detail accounts for each activity upon completion to the Honorary Treasurer of the IMM including documents for internal audit purposes.</p>	<p>12.2 Prepare and submit detailed accounts for each activity upon completion to the Honorary Treasurer of the IMM including documents for internal audit purposes.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>12.3 Prepare and submit monthly "Income</p>	<p>12.3 Prepare and submit monthly "Income</p>

Current content	Amendment
<p>& Expenditure” report, “Balance Sheet”, Debtors Listing”, and “Creditors Listing” to the Honorary Treasurer and Honorary Secretary for council review, where necessary.</p>	<p>& Expenditure” report, “Balance Sheet”, Debtors Listing”, and “Creditors Listing” to the Honorary Treasurer and Honorary Secretary for council review, where necessary.</p> <p>To delete this clause</p> <p><i>Justification:</i> Not practiced in the Working Committee.</p>
<p>12.4 Deposit all monies collected into any branch of the designated Bank, under the IMM account and submit summary of deposits to the Honorary Treasurer of the IMM for reference and cross-checking.</p>	<p>12.4 Deposit all monies collected into any branch of the designated Bbank, under the IMM account and submit a summary of deposits to the Honorary Treasurer of the IMM for reference and cross-checking.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>12.5 The Working Committee Treasurer may keep petty cash of not more than RM500.00 from proceeds of its activities, subject to approval of the Working Committee Chairman and Honorary Treasurer.</p>	<p>12.5 The Working Committee Treasurer may keep petty cash of not more than RM1,000.00 from proceeds of its activities, subject to the approval of the Working Committee Chairman and Honorary Treasurer.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> • Editorial correction. • With the annual revenue of IMM has been more than RM500K, for ease of operation, it is more appropriate to increase the petty cash from RM500 to RM1,000.
<p>13. The quorum for a committee meeting shall be not less than one third of the number of Committee Members.</p>	<p>13. The quorum for a committee meeting shall be not less than one third at least a simple majority of the number of Committee Members.</p> <p><i>Justification:</i> Editorial correction.</p>
<p>14. The organizing of the activities such as seminars, courses, etc can be contracted out to a local Authorized Event Organizer (A.E.O). IMM will obtain an agreed percentage of the total income. All losses shall be absorbed by the Authorized Event Organizer. IMM will not be liable for any</p>	<p>14. The organizing of the activities such as seminars, courses, <i>etc</i> can be contracted out to a local an Authorized Event Organizer (A.E.O). IMM will obtain an agreed percentage of the total income. All losses shall be absorbed by the Authorized Event Organizer. IMM will not be liable for any</p>

Current content	Amendment
losses of the activity.	losses of the activity. <i>Justification:</i> <ul style="list-style-type: none"> • Editorial correction. • An appointed Authorized Event Organizer may not be locally based in a particular region.
15. In the event a Working Committee or Regional Chapter does not hold its Annual General Meeting and elections prior to the main Annual General Meeting, the Council shall appoint the Chairman for the subsequent session with recommendation of candidate from the Management Committee.	15. In the event a Working Committee or Regional Chapter does not hold its Annual General Meeting and elections prior to the main Annual General Meeting, the Council shall appoint the Chairman for the subsequent session term with the recommendation of a candidate from by the Management Committee <i>Justification:</i> Editorial correction.
NOTE: The Registrar of Societies had rejected IMM's application for Branch formation and Branch bank accounts. As such, all monies will be kept under the main IMM bank accounts in Kuala Lumpur except for some petty cash generated from local activities which shall be kept by the local committee Treasurer for local meetings and local activity expenses.	NOTE: The Registrar of Societies had rejected IMM's application for Branch formation and Branch bank accounts. As such, all monies will be kept under the main IMM bank accounts in Kuala Lumpur except for some petty cash generated from local activities which shall be kept by the local committee Treasurer for local meetings and local activity expenses. To delete this note <i>Justification:</i> IMM does not have an official branch. IMM has only regional chapters. IMM has bank accounts not only in Klang Valley but also in other regions of the country.