

STANDING ORDERS

(To be adopted and observed during the Annual General Meeting)

1. The Chairman presiding the meeting shall be empowered to act in accordance to the Association's Constitution & By-laws.
2. Resolution and Amendments of which notice has been given, if found to be in order, shall be placed on the agenda or on its addendum following the business of the Association.
3. The mover of a Resolution or Amendment shall be allowed five (5) minutes to state his case. At the end of the ensuing discussion, of which ten (10) minutes being allowed; only the mover of the Resolution or Amendment shall have the Right of Reply and he shall confine himself to answering or clarify on points raised by the previous speaker/s.
4. Every member who wishes to speak must first seek the permission of the Chairman, gives his/her name and company of affiliation, and shall address the Chair, and confine his speech to the subject matter under discussion.
5. No other speaker shall be allowed more than three (3) minutes.
6. No member shall address the Meeting more than once on the same subject matter except as provided in No. 3 above.
7. With the permission of the Chairman, a member whether he has spoken or not, may "rise to a point of order" in explanation of some material point in his speech if he thinks it has been misunderstood.
8. The Chairman may call on a member to discontinue his speech if it is irrelevant, repetitive, language unbecoming or in any breach of order or conduct on the part of a member.
9. The ruling of the Chairman upon all questions of order and matter in debate shall be final and shall not be opened for discussion.
10. A motion of adjournment shall take precedence over any other motion or amendment and may be discussed, but the discussion upon it must be solely confined to the reasons for or against adjournment.
11. Presidential Candidates (if any) may be allowed to address the Meeting prior to the casting of votes and such addresses shall be limited to five (5) minutes for each candidate. There shall be no debate or challenge on such address/addresses.