

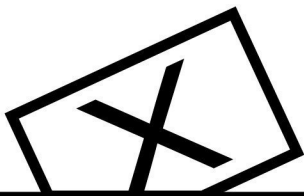
# 马华各级选举条规

## RULES GOVERNING THE ELECTION OF MCA OFFICE-BEARERS AT ALL LEVELS

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### 2018

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马华总部选举指导委员会  
MCA Headquarters Election Steering Committee 2018

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## SCHEDULE OF 2018 PARTY ELECTIONS

1.	Member list (MCA, Youth & Wanita) distribution and briefing to State Liaison Committee	06/06/2018 (Wed)
2.	Member list distribution to Branches and Division (MCA, Youth & Wanita) by State Liaison Committee	07/06/2018 (Thu)
3.	Display of Membership Register ( 06/08/2018-12/06/2018 )	12/06/2018 (Tue)
4.	Final day to submit complaints on Membership Register	14/06/2018 (Thu)
5.	Amended lists ready for collection (if any)	25/06/2018 (Mon)
6.	Notice of Branch Assembly & Elections (including Youth & Wanita)	28/06/2018 (Thu)
7.	Nomination Day for Branch Elections (4.00 pm to 8.00 pm)	09/07/2018 (Mon)
<b>8.</b>	<b>Branch Youth and Wanita Assembly &amp; Elections</b>	<b>14/07/2018 (Sat)</b>
<b>9.</b>	<b>MCA Branch Assembly &amp; Elections</b>	<b>15/07/2018 (Sun)</b>
10.	Branch Youth / Wanita Adjourned Meeting after 1 week due to lack of quorum MCA Branch Adjourned Meeting after 1 week due to lack of quorum	21/07/2018 (Sat) 22/07/2018 (Sun)
11.	Submission of Election Results to Division/State/HQ (Latest)	24/07/2018 (Tue)
12.	Distribution of Division / Division Youth / Division Wanita's List of Delegates by HQ	06/08/2018 (Mon)
13.	Notice of Division Assembly & Elections	08/08/2018 (Wed)
14.	Nomination Day For Division Elections (4.00 pm to 8.00 pm)	20/08/2018 (Mon)
<b>15.</b>	<b>Division Youth &amp; Wanita Assembly &amp; Elections</b>	<b>25/08/2018 (Sat)</b>
<b>16.</b>	<b>MCA Division Assembly &amp; Elections</b>	<b>26/08/2018 (Sun)</b>
17.	Division Youth / Wanita Adjourned Meeting after 1 week due to lack of quorum MCA Division Adjourned Meeting after 1 week due to lack of quorum	01/09/2018 (Sat) 02/09/2018 (Sun)
18.	Submission of Election Results to State & HQ (Latest)	04/09/2018 (Tue)
19.	Distribution of State Youth / Wanita's List of Delegates by HQ	12/09/2018 (Wed)
20.	Notice of State Youth/Wanita Assembly & Elections	13/09/2018 (Thu)
21.	Nomination Day for State Youth & Wanita Elections (4.00 pm to 8.00 pm)	24/09/2018 (Mon)
<b>22.</b>	<b>State Youth Assembly &amp; Elections</b>	<b>29/09/2018 (Sat)</b>
<b>23.</b>	<b>State Wanita Assembly &amp; Elections</b>	<b>30/09/2018 (Sun)</b>
24.	State Youth Adjourned Meeting after 1 week due to lack of quorum State Wanita Adjourned Meeting after 1 week due to lack of quorum	06/10/2018 (Sat) 07/10/2018 (Sun)
25.	Submission of Election Results to HQ (Latest)	08/10/2018 (Mon)
26.	State Convention must be held before: 07/10/2018 (Sun)	07/10/2018 (Sun)
27.	Notice of AGM (including Youth & Wanita) Notice of Party Official Election (including Youth & Wanita)	09/10/2018 (Tue)
28.	Nomination Day For MCA/Youth / Wanita Elections (1.00pm – 5.00pm)	15/10/2018 (Mon)
<b>29.</b>	<b>National Youth &amp; Wanita Elections</b>	<b>03/11/2018 (Sat)</b>
<b>30.</b>	<b>MCA Elections</b>	<b>04/11/2018 (Sun)</b>
31.	National Youth & Wanita Assembly	01/12/2018 (Sat)
32.	MCA AGM	02/12/2018 (Sun)

# **RULES GOVERNING THE ELECTION OF MCA OFFICE-BEARERS AT ALL LEVELS**

In accordance with Party election rules, pursuant to the relevant provisions of the MCA Constitution, which the Party's HQ Election Steering Committee has collected, highlighting key points and summarised into a book, which was thence adopted by the Central Committee; comrades responsible for presiding over or participating in the Party election must read the said book in detail, and act according to the regulations therein to ensure that the work is correct and that the Party election will run smoothly.

## **The following rules governing the election of office-bearers shall apply to MCA elections at all levels:-**

1. All rules as stipulated herein are applicable to MCA, MCA Youth and Wanita MCA elections and General Assemblies at all levels.
2. A member may stand for election as a candidate in any one(1) Branch only, irrespective of the Branch in which he/she is registered.
3. **Members' Written Consent to stand for election**
  - 3.1 A member standing for Branch election shall give his/her consent in writing and shall be proposed by one member and seconded by another member of the Branch in which he/she is standing for election.
  - 3.2 A Division Delegate standing for Division election shall give his/her consent in writing and shall be proposed by one delegate and seconded by another delegate of the Division in which he/she is standing for election.
  - 3.3 A State Delegate standing for State election (Only applicable to State Youth and State Wanita) shall give his/her consent in writing and shall be proposed by one delegate and seconded by another delegate of the State in which he/she is standing for election.
  - 3.4 A Central Delegate standing for Party Official election shall give his/her consent in writing and shall be proposed by one delegate and seconded by another delegate from the General Assembly in which he/she is standing for election.
4. **Documents**

The person or persons conducting the Party Elections at the various levels must ensure that they obtain the correct documents provided by the HQ Election Steering Committee as follows:-

  - 4.1 Membership Register
  - 4.2 Schedule of MCA 2018 Party Elections
  - 4.3 Rules Governing the Election of MCA Office-Bearers at all levels
  - 4.4 Standard Notice of Meeting
  - 4.5 Standard Nomination Form
  - 4.6 Standard Nomination Registration Form
  - 4.7 Office-Bearers Election Results' Form for Term 2018-2021
  - 4.8 Delegates' Form for Term 2018-2021
5. **Assembly for All Levels**
  - 5.1 Notice of Meeting for the Assembly and Elections must be issued on or before the specified dates as per schedule of Party Elections (including Youth & Wanita) as follows:-

Branch	: by <u>28-06-2018 (Thursday)</u>
Division	: by <u>08-08-2018 (Wednesday)</u>
State (Youth/Wanita)	: by <u>13-09-2018 (Thursday)</u>

Written notice of elections for a Branch / Division / State (Only applicable to Youth State and Wanita State) Committee in the standard form prescribed by the MCA HQ Election Steering Committee shall be sent by the Secretary (or if there is no Secretary, the Chairman of the Branch or the person appointed by the State Elections Supervisory Committee) to every member of the Branch at least 14 clear days before the date fixed for the Branch elections. Copies of Notice of Meeting shall be forwarded simultaneously to the Division and State Supervisory Committees and the Secretariat of the HQ Election Steering Committee when the Notices are sent to the members.

- 5.2 The date, time and place of nomination and the name of the persons accepting the nomination must be clearly stated in the Notice of Branch / Division Assembly / Election of Party Official. The venue must be open during the Nomination time.
- 5.3 The venue for Branch/Division Assembly / Election must be the registered address of the Branch/Division concerned. Otherwise, the Branch/Division prior to issuing the Notice of Assembly, must notify in writing to the HQ Election Steering Committee, with a copy to the relevant State Election Steering Committee. The HQ Election Steering Committee will not entertain any request for change of venue after the issuance of Notice of Assembly.
- 5.4 The venue for Branch/Division Assembly / Election shall be posted on MCA website ([www.mca.org.my](http://www.mca.org.my)) for reference.
- 5.5 Members attending the Assembly / casting votes must bring along their membership card / MyKad.
- 5.6 Required quorum:

	<b>MCA</b>	<b>MCA Youth</b>	<b>Wanita MCA</b>
<b>Branch</b>	25 or one-third of total membership, whichever is lower (Article 100 of MCA Constitution)	15 or one-third of total membership, whichever is lower (Section 57.1a of MCA Youth Bye-Law)	25 or one-third of total membership, whichever is lower (Article 100 of MCA Constitution)
<b>Division</b>	50 or one-third of the delegates to the Division Assembly, whichever is lower (Article 72 of MCA Constitution)	25 or one-third of total delegates to Division Assembly, whichever is lower (Section 57.1b of MCA Youth Bye-Law)	50 or one third of total delegates to Division Assembly, whichever is lower (Section 8.3 of Wanita MCA) Bye-Law)
<b>State</b>	NIL	50 or one-third of total delegates to State Assembly, whichever is lower (Section 57.1c of MCA Youth Bye-Law)	50 or one third of total delegates to State Assembly, whichever is lower (Section 9.3 of Wanita MCA Bye-Law)

- 5.7 In the event of insufficient quorum after 30 minutes from the stipulated time, the Speaker shall announce the postponement of the Assembly to the following week at the same place and time (Article 160, MCA Constitution)
- 5.8 The Assembly after the postponement shall be valid regardless of whether the quorum had been met.

- 5.9 Notice for Branch elections must have an agenda for a Meeting of the Branch Assembly to, *inter alia* include:
- (I) Election of Speaker for Term 2018-2021;
  - (II) Opening Speech by Branch Chairman;
  - (III) Confirmation of Minutes of the Previous Assembly;
  - (IV) Secretary's Report;
  - (V) Election of Vote-Counters & Scrutineers;
  - (VI) Election of Branch Committee & Delegates to Division Assembly for Term 2018-2021;
  - (VII) Debate;
  - (VIII) Adoption of Resolutions;
  - (IX) Announcement of Election Results;
  - (X) Adjournment of the Branch Assembly.
6. Membership Register
- 6.1 The computer-generated list dated 26-05-2018 is the official membership register for the use of party elections at all levels.
- 6.2 Complaints with regards to the Membership Register must be addressed to the MCA HQ Election Steering Committee in writing and it must reach the Party HQ not later than date 14-06-2018 (Thursday). All complaints must be accompanied by sufficient evidence to substantiate the complaints.
- 6.3 The Membership Register must be displayed by the Branch Chairman for inspection from 08-06-2018 to 12-06-2018, and on the Nomination Day 09-07-2018 (Monday), at the place of nomination from 4.00 pm to 8.00 pm.
- 6.4 The Division must display the list of Division Delegates elected as compiled and distributed by the HQ Election Steering Committee for inspection on the Nomination Day of the Division Election on 08-08-2018 (Wednesday) from 4.00 pm to 8.00 pm.
- 6.5 Any member shall have the right to examine the Branch Membership Register at Branch premises or venue specified by the Branch, or Division Membership Register at Division premises or venue specified by the Division, or State Membership Register at State Liaison office, or the Master Membership Register at Party HQ, so long as the related rules set forth by Party HQ Election Steering Committee are adhered to. The Membership Register must be on display until the end of the relevant assembly.
7. Eligibility to Contest in Party Elections
- 7.1 Members who have paid their subscriptions up to the year 2015 on or before 31<sup>st</sup> December 2015 are deemed members-in-benefit and shall be eligible to participate in the 2018 Party Elections.
- 7.2 All life members are deemed members-in-benefit and shall be eligible to participate in the 2018 Party Elections. However, they must meet a requirement that they are all being accepted as a life member on or before 31<sup>st</sup> December 2015.
- 7.3 Pursuant to Article 120.1 of the MCA Constitution, no member shall qualify to be proposed as a candidate to contest in any Party Elections if he has been a member for less than 3 years. However, the President has agreed to exempt all members with less than 3 years' membership from this restriction, exercising the power accorded under Article 121 of the MCA Constitution.
- 7.4 A member can contest in only one Branch under a Division which that Branch belongs to. This means that a member who stands for election in a Branch cannot stand for election in another Branch. In the event that if any member is found to have held more than one position in several Branches or Divisions, all

party posts as thereby held by him/her shall be deemed as null and void.

7.5 Branches with less than 50 valid members and Branches deregistered or suspended by the Registrar of Society and Party HQ are not entitled to hold election. However, members-in-benefit attached to such Branches are allowed to be nominated to contest in Party Elections in any other valid Branches.

7.6 A candidate for a Division office must be a delegate of a Branch from that Division, and so forth.

7.7 Pursuant to Article 73.2 of MCA Constitution, Senators shall not be deemed as automatic delegates as Senators have no specific Constituency. However, Senators are automatic delegates to the General Assembly pursuant to Article 33.3 of MCA Constitution.

7.8 No full-time paid staff of the Branch, Division, State or the party HQ shall be eligible to stand as a candidate in any level of the party elections as stipulated under Article 120.4 of MCA Constitution.

7.9 **MCA Youth candidacy**

- a) All MCA members born on or after 1 January 1978 are considered MCA Youth members;
- b) Any member born on or after 1 January 1988 is eligible to contest either in any specified category of elections whose age is at 30 years and below or to contest in the open category or female category.

7.10 **Wanita MCA candidacy**

- a) All female members of MCA;
- b) Any Wanita member born on or after 1 January 1983 is eligible to contest either in any specified category of elections whose aged is 35 years and below or to contest in other normal category of similar elections.
- c) Any Wanita member born on or after 1 January 1978 is eligible to contest as Delegates pursuant to Section 67.7 and 94.7 of the MCA Constitution, whereby to reserve a delegate seat for Wanita MCA (40 years or below) and she must be duly elected in the Division Wanita MCA Assembly.

8. Election

8.1 The following posts are to be elected at the Branch level:

<b>Post</b>		<b>MCA</b>	<b>MCA Youth</b>	<b>Wanita MCA</b>
Chairman	:	1 post	1 post	1 post
Deputy Chairman	:	1 post	1 post	1 post
V i c e Chairman	:	1 post	1 post	1 post
Committee* members	:	Not more than 10 or not less than 5 members	Not more than 10 or not less than 5 members	Not more than 10 or not less than 5 members, <b>one of whom must be below 35 years of age</b>
Division delegates	:	The number of delegates is indicated on the last page of the Branch Membership Register	The number of delegates is indicated on the last page of the Branch Membership Register, with 1 of	The number of delegates is indicated on the last page of the Branch Membership Register, with 1 of

			whom must be 30 years of age and below, and 30% of whom must be female members	whom must be below 35 years of age.  To elect 1 MCA Division Delegate ( Refer section 94.7 of the MCA Constitution)
State delegates	:	Not applicable	The number of state delegates is indicated on the last page of the Branch Membership Register, with 30% of whom must be female members	Maximum 2. The number of delegates is indicated on the last page of the Branch Membership Register

\* Notice of Assembly must indicate the number of posts to be elected.

- 8.2 Each Branch is to elect at least 8 positions, including a Chairman, a Deputy Chairman, a Vice Chairman and 5 Committee members, and convene a valid Branch Committee meeting in accordance with Article 109 of the MCA Constitution, otherwise the committee and list of delegates will be invalidated.
- 8.3 Pursuant to Section 94.7 of the MCA Constitution, each Branch is to reserve a Division Delegate seat for the Branch Wanita MCA (aged 40 years or below) and she must be duly elected in the Branch Wanita MCA Assembly. If the Branch Wanita wing could not come out with a delegate, the seat shall be left vacant. For Branches without a Wanita wing, all delegates must be elected in the Branch Assembly pursuant to Section 94.1 of the MCA Constitution.
- 8.4 The following positions are to be elected in the Division Election:

<b>Position</b>		<b>MCA</b>	<b>MCA Youth</b>	<b>Wanita MCA</b>
Chairman	:	1 post	1 post	1 post
Deputy Chairman	:	1 post	1 post	1 post
Vice Chairman	:	4 posts	4 posts (1 of whom must be 30 years of age and below, and another must be a female member)	4 posts
Committee members*	:	Not more than 10	Not more than 10 (With at least 1 and at most 5 of whom must be aged 30 years and below)	Not more than 10 (With at least 1 of whom must be aged 35 years old and below)
State delegates	:	Not applicable	To elect 6 delegates to the State Youth Assembly, with 2 of whom must be female members.	The number of State delegates is indicated on the last page of Division Membership Register



Central delegates	:	The number of central delegates for a specific Division is determined by calculation set forth under Article 67 of the MCA Constitution	<ul style="list-style-type: none"> <li>The number of central delegates is indicated on the last page of MCA Division Youth Membership Register</li> <li>At least 1 of whom must be aged 30 years and below</li> <li><b>30% of whom must be female members</b></li> </ul>	<p>The number of Central delegates is indicated on the last page of Division Membership Register, with 1 of whom must be aged 35 years old and below</p> <p>To elect another central delegate for MCA (Refer Article 67.7 of the MCA Constitution)</p>
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\*Notice of Assembly must indicate the number of posts to be elected.

- 8.5 Each Division is to elect at least 7 positions, including a Chairman, a Deputy Chairman, 4 Vice Chairman and at least 1 Committee member, and convene a valid Division Committee meeting in accordance with Article 84 of the MCA Constitution, otherwise the committee and list of delegates will be invalidated.
- 8.6 Pursuant to Section 67.7 of the MCA Constitution, each Division is to reserve a central delegate seat for Division Wanita MCA (aged 40 years or below) and she must be duly elected in the Division Wanita MCA Assembly. If the Division Wanita MCA could not come out with a delegate, the seat shall be left vacant. For Divisions without a Wanita wing, all delegates must be elected in the Division Assembly pursuant to Section 67.1 of the MCA Constitution.
- 8.7 The following positions are to be elected in the State Election (only applicable to MCA Youth and Wanita MCA):

Position	:	MCA Youth	Wanita MCA
Chairman	:	1 post	1 post
Deputy Chairman	:	1 post	1 post
Vice Chairman	:	4 posts (1 of whom must be female member)	4 posts
Committee Members*	:	15 posts (At least 5 of whom must be 30 year-old or younger)	Not more than 15 posts, 2 of whom must be 35 year-old or younger.
Central Delegates	:	Each state committee must elect 7 Central Delegates. (With at least 1 of whom must be 30 year-old and below, and 2 of whom must be female members)	Not applicable

\* Notice of Assembly must indicate the number of posts to be elected.

## 9. Central Election

The Central Election involving positions at the national level for MCA, MCA Youth and Wanita MCA, must be conducted by the Party HQ Election Steering Committee.

### 9.1 The election process

- Every Division Delegate is entitled to cast his/her popular vote.
- The winner of the popular votes shall take all electoral votes for the

Division.

- The attendance must reach at least 50%, otherwise the Division electoral votes will be subjected to rules governing the electoral votes. Popular votes will be taken into the calculation of a candidate’s total votes nationwide.
- Calculation of electoral votes :

<b>No. of Division delegates</b>	<b>No. of Electoral votes</b>
7-25	1
26-75	2
76-150	3
151-250	4
251-400	5
401-600	6
601 & above	7

9.2 The following positions are to be elected in the Central Election :

<b>Position</b>	<b>MCA</b>	<b>MCA Youth</b>	<b>Wanita MCA</b>
President	1 post	1 post	1 post
Deputy President	1 post	1 post	1 post
Vice President	4 posts	4 posts (1 of whom must be female member)	4 posts
Committee members	25 posts	25 posts (At least 5 of whom must be aged 30 years old and below)	25 posts (At least 2 of whom must be aged 35 years old and below)

9.3 The process

- 9.3.1 Central Election must concurrently on the same date and at the same time at various pre-determined voting centers nationwide.
- 9.3.2 Ballot papers are printed and distributed by the MCA HQ Election Steering Committee.
- 9.3.3 The MCA HQ Election Steering Committee shall appoint personnel to look after the voting and vote counting at each voting center.

9.4 Returning Officer

- 9.4.1 The Election Steering committee will determine the number of polling stations in each Division based on the number of Delegates of each Division, and appoint the Returning Officer to handle the election and counting of votes of the Party Official.

9.5 Scrutineers

- 9.5.1 Scrutineers for various voting centers are to be proposed by the Divisions concerned.
- 9.5.2 Candidates vying for high ranking posts may appoint Scrutineers to be stationed at the central vote counting center at the Party HQ.

9.6 Counting of votes

- 9.6.1 Counting of votes shall be carried out in the hall of the General Assembly after the end of the stipulated time for voting, and conducted fully by personnel appointed by the Party HQ Election Steering Committee.

- 9.6.2 The vote Counters are to fill in the specific forms provided by the Party HQ Election Steering Committee, upon completion of counting. Both Counters and Scrutineers must sign on the forms to confirm the election results.
- 9.6.3 The votes will automatically be recounted when the differential of votes is less than 4%.
- 9.6.4 The vote Counters are to submit the final results to the Party HQ Election Steering Committee Vote Counting Center (refer 9.5.2 above)
- 9.6.5 The ballot papers must be sealed and returned to the MCA HQ Election Steering Committee upon completion of counting.

10. Nomination

- 10.1 Each nomination shall be submitted in triplicate; one copy to be posted on the notice board, one copy to be kept by the person receiving the nomination and the third copy to be acknowledged by the person accepting the nomination and then return it to the member submitting the nomination.
- 10.2 Written Notice of nomination shall be sent or handed to the Branch Secretary (or if there is no Secretary, the Chairman of the Branch or the person appointed by the State Supervisory Committee holding the elections) on the stipulated date and time before the Branch elections. The standard nomination form prescribed by the HQ Election Steering Committee shall be used for all nominations.
- 10.3 The Branch Secretary or if there is no Secretary, the Chairman of the Branch or the person appointed by the State Supervisory Committee shall prepare sufficient copies of the nomination forms for free distribution to members wishing to stand for election. In the event of nomination forms not being available, the members who intend to stand for election may photocopy the standard nomination form so prescribed by the HQ Election Steering Committee for use and such nomination shall be valid.
- 10.4 Person or persons conducting the elections must provide sufficient copies of nomination forms for free distribution to members. Photocopies of forms are also acceptable.
- 10.5 Printing of nomination forms must strictly follow the format as dictated by the HQ Election Steering Committee.
- 10.6 All nomination forms must be duly signed by the candidate, proposer and the seconder who are legitimate members/delegates. No photocopy of signature is allowed. Otherwise, the nomination shall be invalid.
- 10.7 Person or persons conducting the elections must put the Notice of Election received onto the notice board at the nomination venue. A record for nomination must be kept. Upon receiving nomination forms, the names of candidates, proposers and seconders, as well as the time received, must be recorded in a Nomination Register form as specified by the Party HQ Election Steering Committee, and each entry must be duly verified by the person submitting the nomination form. The entries must follow the sequence of submission, and be available for inspection by the members.
- 10.8 The time for nomination shall be from 4.00 pm to 8.00 pm on the fixed nomination day. The person accepting the nomination must be stationed at the place of nomination during the said specified time.
- 10.9 A complaint time of 30 minutes shall be given after the close of the nominations at all levels other than the HQ. All complaints must be made in writing to the respective Branch/Division which shall thereafter convey its decision made to the

State Elections Supervisory Committee and the HQ Election Steering Committee within 48 hours. The decision of the HQ Election Steering Committee shall be final and it cannot be challenged in any Court of law.

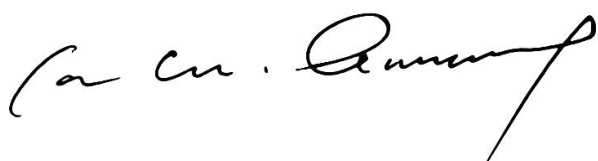
- 10.10 The person who receives the nomination form must record all nominations on a first come first serve basis (the arrangement of names on the ballot paper must be tallied with the sequence of nomination).
  - 10.11 Both the nomination registration form together with the election results must be submitted to the State Supervisory Committee and the Secretariat of the Party HQ Election Steering Committee within the stipulated period as stated in the schedule as attached herewith. Late submissions will not be accepted.
  - 10.12 In the event that if there are insufficient nomination forms provided by the Party HQ, photocopies of the form are acceptable.
  - 10.13 Any technical mistakes that emerge on the nomination form (such as the incorrect spelling of name, I/C number and Membership number) must be rectified immediately. No nomination shall be rejected on technical grounds.
11. Ballot Papers
- 11.1 Ballot papers shall be prepared upon the close of nomination.
  - 11.2 Names appearing on the ballot paper are to follow the sequence as recorded in the nomination register (except for Central Election)
  - 11.3 The name of any candidate who renounces his candidacy after the close of the nomination and complaint time will still be valid and the name shall be printed on the ballot paper.
12. Scrutineers
- 12.1 A Chief Scrutineer and a number of Scrutineers (minimum 2) shall be elected by the General Assembly from among those who are present, (except for Central Election).
  - 12.2 The duties of the Scrutineers are that they are to help scrutinise the balloting and counting of votes. They shall also help ensure that the elections are being conducted smoothly in accordance with the rules and regulations as stipulated thereon.
13. Voting
- 13.1 Elections at all levels shall be conducted by casting of ballot papers.
  - 13.2 All eligible members/delegates are to cast their votes in person and for once only. No proxy of votes is allowed.
  - 13.3 Members / Delegates must produce either their membership card or MyKad when collecting their ballot papers. Any disputes pertaining to membership will be based on the records of membership/delegates' register held by the Secretariat of the HQ Election Steering Committee.
  - 13.4 Party members / Delegates are to put an "X" or "√" in the box by the side of the name of the candidates concerned.
  - 13.5 Party members / delegates must vote according to the actual number of candidates given. They are not to vote more or less than the actual number stipulated. Otherwise, their ballot papers shall be deemed as null and void.

For example, if there are 6 candidates vying for 4 posts, then a ballot paper must bear 4 crosses for it to be valid, no more and no less.

- 13.6 Names appearing on the ballot paper are to follow the sequence as recorded in the Nomination Register (except for Central Election)
- 13.7 Delegates are not allowed to influence others by “revealing” their ballot papers. The Speaker, Scrutineers and vanguards will help monitor the entire voting process.
- 13.8 Delegates are strictly prohibited from taking a picture of the ballot papers which has already been drawn by using their hidden handphone cameras or any other types of automatic cameras. All handphones must be properly kept inside their pockets/handbags.
- 13.9 As voting is secret, so please do try to help all delegates to vote in a place where they have full privacy without any disturbances.
- 13.10 Unless specified otherwise by the MCA Constitution, any matters put to vote shall be decided by the majority. In the event of a tie, the Assembly Chairperson/Speaker can cast a decisive vote, if he/she is empowered to do so.
- 13.11 The ballot papers of all levels of the party elections must be kept and sealed by the respective Election Supervisory Committees for at least 3 months before they are destroyed (except for the Central Election).
14. Counting of Votes
- 14.1 Counting of votes shall be carried out in the hall of the General Assembly.
- 14.2 All staff or Scrutineers who are engaged in vote-counting are not allowed to bring along handphones or other devices of telecommunication.
- 14.3 In the event that if there is a draw of votes, the Speaker shall then exercise his right by casting one extra vote as provided under Article 169 of the MCA Constitution. If the Speaker chooses not to vote, then he can decide the winning by opening to drawing of lots among the candidates, (except for the Central Election).
15. Election Results
- 15.1 It is the duty of the newly elected Chairman to submit the election results, list of office bearers, list of delegates, nomination registration records to the Secretariat of the Party HQ Election Steering Committee and its duplicate copies to the State Supervisory Committee within a specified time given. It shall be deemed null and void if all the said documents are not complete.
- 15.2 The specified standard form designed by the MCA HQ Election Steering Committee must be used for the above purpose.
16. MCA Members’ Code of Conduct
- 16.1 No member is allowed to issue any statement via media or make any expressions in public in any manner of matters relating to the party elections.
- 16.2 Members at all levels must abide by all the rules stipulated herein strictly. Any breach of the rules would result in immediate disciplinary action.
17. The following rules shall govern the time, place of elections:-
- 17.1 The time specified in the Schedule of MCA Elections at all levels shall be followed strictly. Any non-compliance of the said Schedule without the prior consent of the HQ Election Steering Committee in writing shall render the election being declared null and void by the said Committee.
- 17.2 Only the registered address shall be used for the place of nomination / assembly / election. No change of such place of nomination/assembly/election shall be

allowed without the prior consent of the HQ Election Steering Committee in writing.

- 17.3 There shall be no change of the place of nomination, place of meeting or election after the issuance of the notice of meeting without the prior consent of the State Supervisory Committee or the HQ Election Steering Committee in writing.
18. Appointment of State Election Supervisory Committee
- 18.1 The HQ Election Steering Committee will appoint a State Supervisory Committee in each state in consultation with the State Liaison Committee, but the final decision on its composition shall rest with the HQ Election Steering Committee.
- 18.2 The terms of reference of the State Elections Supervisory Committee will be decided by the HQ Election Steering Committee.
19. The following rules shall govern disputes, non-compliance and conduct of elections:-
- 19.1 All disputes touching on the interpretation of these rules shall be decided by the HQ Election Steering Committee whose decision shall be final.
- 19.2 Any dispute arising from the election at all levels shall be referred to the HQ Election Steering Committee for decision and the decisions of the said Committee shall be final.
- 19.3 Any dispute as a result of lack of specific provisions in these rules shall be resolved by the HQ Election Steering Committee whose decision shall be final.
- 19.4 Any non-compliance with these rules may result in the elections being declared null and void by the HQ Election Steering Committee whose decision shall be final.
- 19.5 The HQ Election Steering Committee shall have the power to conduct or take over the conduct of any election at any level at any time either by itself or the sub-committee appointed by it.
- 19.6 All rules that stipulated herein shall also apply to Youth and Wanita elections at all levels.
20. Enquiries or complaints
- 20.1 The person conducting the elections must direct all complaints and disputes to the State Supervisory Committee and MCA HQ Election Steering Committee for action and decision.
- 20.2 All disputes or complaints pertaining to party election must be submitted to the MCA HQ Election Steering Committee within 48 hours after the results are announced. Any complaint made thereafter will not be entertained or accepted.
- 20.3 Please contact the Secretariat of the HQ Election Steering Committee at Tel: 03-2203 3888 or Fax: 03-2163 5715 / 03-2203 3820 or e-mail to [esc@mca.org.my](mailto:esc@mca.org.my) for further enquiries.



**Dato' Seri Ong Ka Chuan**  
**MCA Secretary-General cum**  
**Chairman of MCA HQ Election Steering Committee 2018**  
Dated this: 26-05-2018

# **THE MCA HQ ELECTION STEERING COMMITTEE**

## **1. Composition:**

Members appointed by the MCA Central Committee Meeting to the “MCA HQ Election Steering Committee ” to conduct and supervise the MCA 2018 Party Elections at all levels are as follows:-

Chairman	:	Dato' Seri Ong Ka Chuan	(Secretary-General)
Committee	:	Tan Sri Kuan Peng Soon	(Treasurer-General)
Members		Datuk Yoo Wei How	(National Organising Secretary)
		Dato Sri Wee Jeck Seng	(Deputy Secretary-General)
		Dato' Leong Kim Soon	(Youth Secretary-General)
		Dato' Ooi Siew Kim	(Wanita Secretary-General)
		Datuk Tay Puay Chuan	(Legal Bureau Chief)
		Dato' Lim Chin Hai	(Chief Administrative Director)

## **2. Powers & Duties**

The HQ Election Steering Committee is vested with all powers to conduct and supervise the 2018 Party Elections at all levels ( including Youth & Wanita Sections ) based on the Rules Governing the Elections of MCA Office-Bearers at all levels approved by the Central Committee.

Specifically, but without affecting the generality of the foregoing, the duties and responsibilities of the HQ Election Steering Committee are as follows:-

- a) Compiling and finalising the Register of Members as at 31<sup>st</sup> December, 2015 for Party Elections at all levels.
- b) Ensuring that the Register of Members be sent out to all Branches and Divisions before Notices of Meeting of Branch AGM are sent out.
- c) Ensuring that the dates of the election approved by the Central Committee at all levels are strictly complied.
- d) Deciding on all matters pertaining to and arising out of the elections, including complaints and interpretation of the Election Rules.

# **THE STATE SUPERVISORY COMMITTEE**

## **1. Establishment**

All State Liaison Committees are to establish a State Supervisory Committee comprising of 6 to 9 members to oversee the MCA, Youth and Wanita Elections at all levels in the State.

The members of the State Supervisory Committee must include the following:

- 1) State Chairman
- 2) State Secretary
- 3) State Organising Secretary
- 4) State Youth Chairman
- 5) State Wanita Chairman
- 6) State Legal Bureau Chief

## **2. Terms of Reference**

2.1 To oversee the MCA, Youth and Wanita elections at all levels in the State by:-

- (a) Explaining to all Branches, Divisions and State organisations the rules governing the elections and the use of the standard forms prescribed by the Party HQ.
- (b) Advising all Branches, Divisions and State organisations the proper procedures to be followed in holding the party elections.
- (c) Ensuring the issuance of Notices of Meeting by Branches, Divisions and State organizations is in accordance with the Rules and the Schedule of MCA party elections.
- (d) Ensuring the proper conduct of the nomination of office-bearers for elections is in accordance with the Rules and the Schedule of MCA party elections.
- (e) Ensuring the proper conduct of the elections at all levels such as place of meeting and balloting is in accordance with the Rules and the Schedule of MCA Party Elections.

2.2 To attend to all disputes arising from the holding of the Party elections in the State and forward the findings to the HQ Election Steering Committee for a final decision.

2.3 To attend to requests by any Branch, Division or State organisation for supervision of the elections by arranging supervisors to oversee the elections if the situation necessitates such an action.

2.4 To attend to all complaints pertaining to the party elections in the State and forward the same with investigation reports to the HQ Election Steering Committee for a final decision.

2.5 To carry out such instructions or directives as may be given by the HQ Election Steering Committee from time to time with regard to conduct of any election at all levels.

2.6 To seek directives from the HQ Election Steering Committee on any other matters not specifically stated above for the Party elections to be fairly and properly carried out.

2.7 To assist the HQ Election Steering Committee in ensuring that the Party Elections at all levels in the State are being carried out fairly and properly and are in accordance with the Rules of the Party Elections.



## **CODE OF CONDUCT FOR MCA MEMBERS**

*This code of conduct was formulated by the Central Committee on January 20, 2005, and was amended by the Central Committee on January 23, 2007.*

To be an effective political Party respected by all, the reputation and image of MCA should be upheld and enhanced by all its members. Therefore, it is important that the Party's orderliness, decorum and discipline must be maintained at all times. To achieve this, all members shall abide by the following Code of Conduct:

### **1. DUTIES & RESPONSIBILITIES**

- 1.1 All members shall abide by the MCA Constitution and Members' Code of Conduct.
- 1.2 All members shall carry out Party policies faithfully.
- 1.3 All members shall support, participate, co-operate and carry out activities outlined by the Party.
- 1.4 All members shall uphold the Party's reputation and image.
- 1.5 All members shall not disclose any confidential matters discussed at any Party meetings.
- 1.6 All members shall not accuse or criticise the Party and/or its leaders and members based on hearsay or unfounded facts.
- 1.7 All members shall abide and respect the decisions made by the Party, and shall not make public through media or any manner whatsoever any opinion or stand that is contrary to the Party's decisions.
- 1.8 All members shall resolve all disputes and dissatisfactions through appropriate Party channels.
- 1.9 Any member who holds Permanent Resident Status of another country shall not be permitted to participate in the General Elections and to hold the position of a Senator, Municipal or District Councillor.
- 1.10 To curb money politics, all leaders, members or their agents and supporters are not allowed to solicit Party members support via means of giving cash, providing free meals, vacations or gifts, promising Party or Government positions and other like manners which will give rise to the suspicion of money politics.

### **2. FINANCE AND PROPERTY MANAGEMENT**

- 2.1 Office-bearers at all respective levels in the Party shall manage the Party's finance and property properly.
- 2.2 Treasurer and Chairman/Secretary at all respective levels in the Party shall be the joint signatories of the bank accounts.
- 2.3 Office-bearers at all respective levels in the Party shall submit their annual finance and property report to the Treasurer-General. The Treasurer and the Chairman/Secretary shall sign this report jointly.

- 2.4 Immediately after the Party's election result are announced, outgoing office-bearers shall not withdraw any money from the existing accounts and are required to hand-over the property/ies, account and other documents to the newly elected office-bearers within seven (7) days after the results are announced.
- 2.5 Management of all property and Party money shall strictly comply with Part XVII of the MCA Constitution.

### **3. PARTY ELECTIONS**

All qualified members shall have the right to contest for posts during the Party elections in accordance with the MCA Constitution. No member is allowed to hinder or stop or attempt to hinder or stop a qualified member from exercising his or her right to contest. The following rules must be strictly observed:

- 3.1 Party members who are contesting for posts themselves or campaigning for other candidates shall ensure that the Party elections will be carried out in a fair and healthy manner.
- 3.2 Any statement, utterance or propaganda of any kind (including via internet, short messaging service and e-mails) deployed during the campaigning period of the Party elections must be based on the candidates' past or current track records, performances, their future policies, plans or action programmes. Destructive utterances, fabrication or distortion of facts and misleading statements shall be strictly PROHIBITED.
- 3.3 Members attending any function or dinner organised by the Party Headquarters during the Party election period shall abide with all instructions given by the Party Headquarters on accommodation, meals and any other logistic arrangements.
- 3.4 Any dispute arising from the Party elections shall be brought up to the Headquarters Party Elections Steering Committee for resolution. No dispute shall be brought to the mass media or made public.

### **4. GENERAL ELECTIONS**

- 4.1 Members are allowed to offer themselves for nomination in the General Election through the proper Party channels. However, once the Party has made the final decision on the candidate for any Parliamentary or State Assembly seat, all members are required to support the candidate wholeheartedly.
- 4.2 Members are not allowed to support or to work for the opposition in any capacity, including house to house campaign, soliciting funds, putting up banners for opposition candidates and printing of election materials.
- 4.3 Members are not allowed to participate in or support any activities organised by the opposition.

# 提名表格

## Nomination Form

支/区/州会 : \_\_\_\_\_ 编号 : \_\_\_\_\_  
Branch / Division / State : \_\_\_\_\_ Code : \_\_\_\_\_  
参选职位 : \_\_\_\_\_  
Post Contested : \_\_\_\_\_

兹提名以下人士为支会/区会之候选人

We, the undersigned, member of MCA Branch / Division do hereby nominate the below mentioned as a candidate for the party election.

姓名 (英) : \_\_\_\_\_ (中) : \_\_\_\_\_  
Name : \_\_\_\_\_ Chinese Name : \_\_\_\_\_  
身份证号码 : \_\_\_\_\_  
New IC No. : \_\_\_\_\_

### 提议人 Proposer

签名 : \_\_\_\_\_ 党员证号码 : \_\_\_\_\_  
Signature : \_\_\_\_\_ Membership No. : \_\_\_\_\_  
姓名 : \_\_\_\_\_ 身份证号码 : \_\_\_\_\_  
Name : \_\_\_\_\_ New IC No. : \_\_\_\_\_

### 附议人 Secunder

签名 : \_\_\_\_\_ 党员证号码 : \_\_\_\_\_  
Signature : \_\_\_\_\_ Membership No. : \_\_\_\_\_  
姓名 : \_\_\_\_\_ 身份证号码 : \_\_\_\_\_  
Name : \_\_\_\_\_ New IC No. : \_\_\_\_\_

## 候选人同意提名

### Consent of Candidate

本人同意被提名为上述选举职位之候选人。

I, the undersigned, hereby agree and have no objection whatsoever to the above nomination as a candidate for election to the office as above.

候选人签名 : \_\_\_\_\_ 党员证号码 : \_\_\_\_\_  
Candidate's Signature : \_\_\_\_\_ Membership No. : \_\_\_\_\_  
姓名 (英) : \_\_\_\_\_ 身份证号码 : \_\_\_\_\_  
Name : \_\_\_\_\_ New IC No. : \_\_\_\_\_  
日期 : \_\_\_\_\_  
Date : \_\_\_\_\_

注: 此提名表格需填写三张 This nomination form is to be completed in triplicate:

- (1) 一张交由主持选举的人士张贴在布告栏上 to be posted on the notice board immediately upon receipt by the person holding the election.
- (2) 一张由主持选举的人士保存 to be retained by the person holding the election.
- (3) 一张由接收提名表格者签名, 然后交回给提呈提名表格的党员 to be acknowledged by the person accepting the nomination and to be returned to the person submitting the nomination.
- (4) 签名不可复印 no photostated signature is allowed.

# 支会会员大会通知书 Notice of Branch Assembly

支会 Branch : \_\_\_\_\_

编号 Code : \_\_\_\_\_

日期 Date: \_\_\_\_\_

敬致全体支会会员 To the member,

兹通知，本支会大会及选举将於以下日期、时间及地点举行。

Notice is hereby given that the MCA Branch Assembly will be held as below:

	<u>提名日 Nomination Day</u>	<u>大会 Assembly</u>
日期 Date :	09/07/2018	15/07/2018
时间 Time :	4pm-8pm	
地点 Venue :		

## 议程 Agenda

- (1) 选举议长 Election of Speaker (2018—2021)
- (2) 支会主席致词 Opening Speech by Branch Chairman
- (3) 复准前期大会记录 Confirmation of Minutes of the Previous Assembly
- (4) 接纳秘书报告 Adoption of Secretary's Report
- (5) 选举计票员和监票员 Election of Vote-Counters & Scrutineers
- (6) 选举 2018—2021 年度委员会和区会大会代表 Election of Office-Bearers & Delegates to Division Assembly for the term 2018-2021
- (7) 辩论 Debate
- (8) 通过提案 Adoption of Resolutions
- (9) 宣布选举成绩 Announcement of Election Results
- (10) 散会 Adjournment of the Branch Assembly

大会将选出支会委员会和代表如下:

*The various office-bearers and delegates to be elected are as follows:*

<u>职位 Position</u>	<u>职位数目 No of Posts</u>
主席 Chairman	1 名 Post
署理主席 Deputy Chairman	1 名 Post
副主席 Vice Chairman	1 名 Post
委员 Committee Members	___名 (不超过 10 名或不少过 5 名) ___post (not less than 5 and not more than 10)
区会代表 Delegates to Division Assembly	___名 (请参阅总部发出的党员名册列出的数量) ___post (Number of delegates to Division Assembly is indicated on the last page of the Branch Membership Register.)

有意竞选上述支会委员和代表的同志，请于提名日提呈有关提名表格。谢谢!

Members who are interested to contest for the above-mentioned Position / Delegate are requested to submit the nomination form on the nomination date. Thank you!

\_\_\_\_\_  
(主席/秘书 Chairman / Secretary)

附件 Attachment: 提名表格 Nomination Form

# 区会开会通知书 Notice of Division Assembly

区会 Division : \_\_\_\_\_ 编号 Code : \_\_\_\_\_

日期 Date: \_\_\_\_\_

敬致区会代表 To the Division Delegates,

兹通知, 本区会大会及选举将於以下日期、时间及地点举行。

Notice is hereby given that the MCA Division Assembly will be held as below:

	<u>提名日 Nomination Day</u>	<u>大会 Assembly</u>
日期 Date	: 20/8/2018	: 26/08/2018
时间 Time	: 4pm-8pm	
地点 Venue	:	

## 议程 Agenda

- (1) 选举议长 Election of Speaker (2018—2021)
- (2) 区会主席致词 Opening Speech by Division Chairman
- (3) 复准前期大会记录 Confirmation of Minutes of the Previous Assembly
- (4) 接纳秘书报告 Adoption of Secretary's Report
- (5) 选举计票员和监票员 Election of Vote-Counters & Scrutineers
- (6) 选举 2018—2021 年度委员会和中央代表大会代表 Election of Office-Bearers & Delegates to General Assembly for term 2018-2021
- (7) 辩论 Debate
- (8) 通过提案 Adoption of Resolutions
- (9) 宣布选举成绩 Announcement of Election Results
- (10) 散会 Adjournment of the Division Assembly

大会将选出支会委员会和代表如下:

*The various office-bearers and delegates to be elected are as follows:*

<u>职位 Position</u>	<u>职位数目 No of Posts</u>
主席 Chairman	1 名 Post
署理主席 Deputy Chairman	1 名 Post
副主席 Vice Chairman	4 名 Post
委员 Committee Members	___名 (不超过 10 名) ___post (not less than 10)
中央代表 Delegates to AGM	___名 (请参阅总部发出的党员名册列出的数量) ___post (Please refer to the stipulated number as given by HQ)

有意竞选上述区会委员和代表的同志, 请于提名日提呈有关提名表格。谢谢!

Members who are interested to contest for the above-mentioned Position / Delegate are requested to submit the nomination form on the nomination date. Thank you!

\_\_\_\_\_  
(主席/秘书 Chairman / Secretary)

附件 Attachment: 提名表格 Nomination Form

马华/马青/妇女组

提名记录表  
**Nomination Registration Form**

支/区/州会  
Branch / :  
Div/ State \_\_\_\_\_

竞选职位  
Post  
Contested \_\_\_\_\_

编号 :  
Code \_\_\_\_\_

序 No.	候选人姓名 Candidate's Name	提议人 Proposer		附议人 Secunder		收到时间 Time Received	提呈提名表格者 Person Submitting Nomination Form	
		姓名 Name	会员证号码 Membership No.	姓名 Name	会员证号码 Membership No.		姓名 Name	签名 Initialed

# 提名表格 Nomination Form

Youth 马青

支/区/州团 : \_\_\_\_\_ 编号 : \_\_\_\_\_  
Branch / Division / State Youth : \_\_\_\_\_ Code : \_\_\_\_\_  
参选职位 : \_\_\_\_\_  
Post Contested : \_\_\_\_\_

兹提名以下人士为支/区/州团之候选人

We, the undersigned, member of MCA Branch / Division / State Youth do hereby nominate the below mentioned as a candidate for the party election.

姓名 (英) : \_\_\_\_\_ (中) : \_\_\_\_\_  
Name : \_\_\_\_\_ Chinese Name : \_\_\_\_\_  
身份证号码 : \_\_\_\_\_  
New IC No. : \_\_\_\_\_

## 提议人 Proposer

签名 : \_\_\_\_\_ 党员证号码 : \_\_\_\_\_  
Signature : \_\_\_\_\_ Membership No. : \_\_\_\_\_  
姓名 : \_\_\_\_\_ 身份证号码 : \_\_\_\_\_  
Name : \_\_\_\_\_ New IC No. : \_\_\_\_\_

## 附议人 Seconder

签名 : \_\_\_\_\_ 党员证号码 : \_\_\_\_\_  
Signature : \_\_\_\_\_ Membership No. : \_\_\_\_\_  
姓名 : \_\_\_\_\_ 身份证号码 : \_\_\_\_\_  
Name : \_\_\_\_\_ New IC No. : \_\_\_\_\_

## 候选人同意提名 Consent of Candidate

本人同意被提名为上述选举职位之候选人。

I, the undersigned, hereby agree and have no objection whatsoever to the above nomination as a candidate for election to the office as above.

候选人签名 : \_\_\_\_\_ 党员证号码 : \_\_\_\_\_  
Candidate's Signature : \_\_\_\_\_ Membership No. : \_\_\_\_\_  
姓名 (英) : \_\_\_\_\_ 身份证号码 : \_\_\_\_\_  
Name : \_\_\_\_\_ New IC No. : \_\_\_\_\_  
日期 : \_\_\_\_\_  
Date : \_\_\_\_\_

注: 此提名表格需填写三张 This nomination form is to be completed in triplicate:

- (1) 一张交由主持选举的人士张贴在布告栏上 to be posted on the notice board immediately upon receipt by the person holding the election.
- (2) 一张由主持选举的人士保存 to be retained by the person holding the election.
- (3) 一张由接收提名表格者签名, 然后交回给提呈提名表格的党员 to be acknowledged by the person accepting the nomination and to be returned to the person submitting the nomination.
- (4) 签名不可复印 no photostated signature is allowed.

# 支团开会通知书

## Notice of MCA Branch Youth Section Assembly

Youth 马青

支团 Branch Youth : \_\_\_\_\_

编号 Code : \_\_\_\_\_

日期 Date: \_\_\_\_\_

敬致全体支团会员 To the member,

兹通知，本支团大会及选举将於以下日期、时间及地点举行。

Notice is hereby given that the MCA Branch Youth Section Assembly will be held as below:

	<u>提名日 Nomination Day</u>	<u>大会 Assembly</u>
日期 Date :	09/07/2018	14/07/2018 (Saturday)
时间 Time :	4pm-8pm	
地点 Venue :		

### 议程 Agenda

- (1) 选举议长 Election of Speaker (2018—2021)
- (2) 支团团团长致词 Opening Speech by Branch Youth Chairman
- (3) 复准前期大会记录 Confirmation of Minutes of the Previous Assembly
- (4) 接纳秘书报告 Adoption of Secretary's Report
- (5) 选举计票员和监票员 Election of Vote-Counters & Scrutineers
- (6) 选举 2018—2021 年度委员会、区团及州团代表 Election of Office-Bearers & Delegates to Division and State Youth Assembly for the term 2018-2021
- (7) 辩论 Debate
- (8) 通过提案 Adoption of Resolutions
- (9) 宣布选举成绩 Announcement of Election Results
- (10) 散会 Adjournment of the Branch Youth Assembly

大会将选出支团委员会和代表如下:

*The various office-bearers and delegates to be elected are as follows:*

<u>职位 Position</u>	<u>职位数目 No of Posts</u>
团长 Chairman	1 名 Post
署理团长 Deputy Chairman	1 名 Post
副团长 Vice Chairman	1 名 Post
委员 Committee Members	___名 (不超过 10 名或不少过 5 名) ___post (not less than 5 and not more than 10)



区团代表  
Delegates to Division  
Youth Assembly

\_\_\_\_名 (请参阅总部发出的党员名册列出的数量)  
\_\_\_\_post (Number of delegates to Division youth Assembly is  
indicated on the last page of the Branch Membership Register.)

唯至少 1 名须为年龄 30 岁或以下者,其中 30%必须为女团员。  
At least 1 of whom must be 30 years of age and below, and 30% of  
whom must be female members.

州团代表  
Delegates to State  
Youth Assembly

\_\_\_\_名 (请参阅总部发出的党员名册列出的数量)  
\_\_\_\_post (Number of delegates to State Youth Assembly is  
indicated on the last page of the Branch Membership Register.)

唯其中 30%必须为女团员。  
At least 30% of whom must be female members.

有意竞选上述支团委员和代表的同志, 请于提名日提呈有关提名表格。谢谢!

Members who are interested to contest for the above-mentioned Position / Delegate are requested to  
submit the nomination form on the nomination date. Thank you!

---

(团长/秘书 Chairman / Secretary)

姓名 Name:

附件 Attachment: 提名表格 Nomination Form

## 区团开会通知书

### Notice of MCA Division Youth Section Assembly

Youth 马青

区团 Division Youth : \_\_\_\_\_

编号 Code : \_\_\_\_\_

日期 Date: \_\_\_\_\_

敬致全体区团代表 To the Delegates to Division Youth Assembly,

兹通知, 本区团代表大会及选举将於以下日期、时间及地点举行。

Notice is hereby given that the MCA Division Youth Section Assembly will be held as below:

	<u>提名日 Nomination Day</u>	<u>大会 Assembly</u>
日期 Date :	20/08/2018	25/08/2018 (Saturday)
时间 Time :	4pm-8pm	
地点 Venue :		

#### 议程 Agenda

- (1) 选举议长 Election of Speaker (2018—2021)
- (2) 区团团团长致词 Opening Speech by Division Youth Chairman
- (3) 复准前期大会记录 Confirmation of Minutes of the Previous Assembly
- (4) 接纳秘书报告 Adoption of Secretary's Report
- (5) 选举计票员和监票员 Election of Vote-Counters & Scrutineers
- (6) 选举 2018—2021 年度委员会、州会和总团代表 Election of Office-Bearers & Delegates to State & National Youth Assembly for the Term 2018-2021
- (7) 辩论 Debate
- (8) 通过提案 Adoption of Resolutions
- (9) 宣布选举成绩 Announcement of Election Results
- (10) 散会 Adjournment of the Division Youth Assembly

大会将选出区团委员会和代表如下:

*The various office-bearers and delegates to be elected are as follows:*

<u>职位 Position</u>	<u>职位数目 No of Posts</u>
团长 Chairman	1 名 Post
署理团长 Deputy Chairman	1 名 Post
副团长 Vice Chairman	4 名 Post (1 名被选副团长, 其年龄必须在 30 岁或以下 at-least one of the elected vice-chairman must be aged thirty (30) years and below)
	(1 名被选副团长必须是女团员 at-least one of the elected vice-chairmen must be female member)

委员 \_\_\_\_\_名 (不超过 10 名)  
Committee Members \_\_\_\_\_post (not less than 10)

(唯至少 1 名或不超过 5 名区团委员, 其年龄必须在 30 岁或以下 With at least 1 and at most 5 of whom must be aged 30 years and below)

州团代表  
Delegates to State  
Youth Assembly

6 名 post  
唯其中 2 名必须为女团员 At least 2 of whom must be female members

总团代表  
Delegates to National  
Youth Assembly

\_\_\_\_\_名 (请参阅总部发出的区团代表名册列出的数量)  
\_\_\_\_\_post (Number of delegates to National Youth Assembly is indicated on the last page of the Division Youth Membership Register.)

唯至少 1 名须为年龄 30 岁以下者,其中 30%必须为女团员。  
At least 1 of whom must be 30 years old and below, and 30% of whom must be female members.

有意竞选上述区团委员和代表的同志, 请于提名日提呈有关提名表格。谢谢!

Members who are interested to contest for the above-mentioned Position / Delegate are requested to submit the nomination form on the nomination date. Thank you!

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(团长/秘书 Chairman / Secretary)

姓名 Name:

附件 Attachment: 提名表格 Nomination Form

# 州团开会通知书

Youth 马青

## Notice of MCA State Youth Section Assembly

州团 State Youth : \_\_\_\_\_

编号 Code : \_\_\_\_\_

日期 Date: \_\_\_\_\_

敬致全体州团代表 To the Delegates to State Youth Assembly,

兹通知, 本州团代表大会及选举将於以下日期、时间及地点举行。

Notice is hereby given that the MCA State Youth Section Assembly will be held as below:

	<u>提名日 Nomination Day</u>	<u>大会 Assembly</u>
日期 Date :	24/09/2018	29/09/2018 (Saturday)
时间 Time :	4pm-8pm	
地点 Venue :		

### 议程 Agenda

- (1) 选举议长 Election of Speaker (2018—2021)
- (2) 州团团团长致词 Opening Speech by State Youth Chairman
- (3) 复准前期大会记录 Confirmation of Minutes of the Previous Assembly
- (4) 接纳秘书报告 Adoption of Secretary's Report
- (5) 选举计票员和监票员 Election of Vote-Counters & Scrutineers
- (6) 选举 2018—2021 年度委员会和总团代表 Election of Office-Bearers & Delegates to National Youth Assembly for the Term 2018-2021
- (7) 辩论 Debate
- (8) 通过提案 Adoption of Resolutions
- (9) 宣布选举成绩 Announcement of Election Results
- (10) 散会 Adjournment of the State Youth Assembly

大会将选出州团委员会和代表如下:

The various office-bearers and delegates to be elected are as follows:

<u>职位 Position</u>	<u>职位数目 No of Posts</u>
团长 Chairman	1 名 Post
署理团长 Deputy Chairman	1 名 Post
副团长 Vice Chairman	4 名 Post

(1 名被选副团长必须是女团员 at-least one of the elected vice-chairmen must be female member)

委员  
Committee Members

15 名 post

(唯至少 5 名州团委员, 其年龄必须在 30 岁或以下 With at least 5 of whom must be aged 30 years and below)

总团代表  
Delegates to National  
Youth Assembly

7 名 post

(至少 1 名须为年龄 30 岁或以下者 At least 1 of whom must be 30 years and below)

(其中 2 名必须为女团员 At least 2 of whom must be female members)

有意竞选上述州团委员和代表的同志, 请于提名日提呈有关提名表格。谢谢!

Members who are interested to contest for the above-mentioned Position / Delegate are requested to submit the nomination form on the nomination date. Thank you!

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(团长/秘书 Chairman / Secretary)

姓名 Name:

附件 Attachment: 提名表格 Nomination Form

# 提名表格

## Nomination Form

Wanita 妇女组

支/区/州会 : \_\_\_\_\_ 编号 : \_\_\_\_\_  
Branch / Division / State : \_\_\_\_\_ Code : \_\_\_\_\_  
参选职位 : \_\_\_\_\_  公开组 Open Category  
Post Contested : \_\_\_\_\_  35 岁以下 Under 35  
years old Category

兹提名以下人士为支/区/州会之候选人

We, the undersigned, member of Wanita MCA Branch / Division / State do hereby nominate the below mentioned as a candidate for the party election.

姓名 (英) : \_\_\_\_\_ (中) : \_\_\_\_\_  
Name Chinese Name  
身份证号码 : \_\_\_\_\_  
New IC No. \_\_\_\_\_

### 提议人 Proposer

签名 : \_\_\_\_\_ 党员证号码 : \_\_\_\_\_  
Signature Membership No.  
姓名 : \_\_\_\_\_ 身份证号码 : \_\_\_\_\_  
Name New IC No. \_\_\_\_\_

### 附议人 Seconder

签名 : \_\_\_\_\_ 党员证号码 : \_\_\_\_\_  
Signature Membership No.  
姓名 : \_\_\_\_\_ 身份证号码 : \_\_\_\_\_  
Name New IC No. \_\_\_\_\_

## 候选人同意提名

### Consent of Candidate

本人同意被提名为上述选举职位之候选人。

I, the undersigned, hereby agree and have no objection whatsoever to the above nomination as a candidate for election to the office as above.

候选人签名 : \_\_\_\_\_ 党员证号码 : \_\_\_\_\_  
Candidate's Signature Membership No.  
姓名 (英) : \_\_\_\_\_ 身份证号码 : \_\_\_\_\_  
Name New IC No. \_\_\_\_\_  
日期 : \_\_\_\_\_  
Date \_\_\_\_\_

注: 此提名表格需填写三张 This nomination form is to be completed in triplicate:

- (1) 一张交由主持选举的人士张贴在布告栏上 to be posted on the notice board immediately upon receipt by the person holding the election.
- (2) 一张由主持选举的人士保存 to be retained by the person holding the election.
- (3) 一张由接收提名表格者签名, 然后交回给提呈提名表格的党员 to be acknowledged by the person accepting the nomination and to be returned to the person submitting the nomination.
- (4) 签名不可复印 no photostated signature is allowed.

**马华妇女组支会开会通知书**  
**Notice of Wanita MCA Branch Assembly**

**Wanita 妇女组**

支会 Branch : \_\_\_\_\_

编号 Code : \_\_\_\_\_

日期 Date: \_\_\_\_\_

敬致全体支会会员 To the member,

兹通知，本妇女组支会大会及选举将於以下日期、时间及地点举行。

Notice is hereby given that the Wanita MCA Branch Assembly will be held as below:

	<u>提名日 Nomination Day</u>	<u>大会 Assembly</u>
日期 Date :	09/07/2018	14/07/2018 (Saturday)
时间 Time :	4pm-8pm	
地点 Venue :		

议程 Agenda

- (1) 选举议长 Election of Speaker (2018—2021)
- (2) 支会主席致词 Opening Speech by Branch Wanita Chairman
- (3) 复准前期大会记录 Confirmation of Minutes of the Previous Assembly
- (4) 接纳秘书报告 Adoption of Secretary's Report
- (5) 选举计票员和监票员 Election of Vote-Counters & Scrutineers
- (6) 选举 2018—2021 年度委员会，区会、州会代表以及马华区会代表 Election of Office-Bearers, Delegates to Division, State and MCA Divisional Assemblies for the 2018-2021 Term
- (7) 辩论 Debate
- (8) 通过提案 Adoption of Resolutions
- (9) 宣布选举成绩 Announcement of Election Results
- (10) 散会 Adjournment of the Branch Assembly

大会将选出支会委员会和代表如下:

*The various office-bearers and delegates to be elected are as follows:*

<u>职位 Position</u>	<u>职位数目 No of Posts</u>
主席 Chairman	1 名 Post
署理主席 Deputy Chairman	1 名 Post
副主席 Vice Chairman	1 名 Post
委员 Committee Members	___名 (不超过 10 名或不少过 5 名) ___post (not less than 5 and not more than 10)

唯至少 1 名须为年龄 35 岁以下者 At-least 1 of whom must be 35 years old or below.

区会代表 \_\_\_\_\_名 (请参阅总部发出的党员名册列出的数量)  
Delegates to Division \_\_\_\_\_post (Number of delegates to Division Assembly is indicated on  
Assembly the last page of the Branch Membership Register.)

唯至少 1 名须为年龄 35 岁以下者 At-least 1 of whom must be 35  
years old or below.

州会代表 \_\_\_\_\_名 (请参阅总部发出的党员名册列出的数量)  
Delegates to State \_\_\_\_\_post (Number of delegates to State Assembly is indicated on  
Assembly the last page of the Branch Membership Register.)

马华区会代表 1 名 post  
Delegates to MCA (年龄不超过 40 岁 Aged must be 40 years old or below)  
Division Assembly

有意竞选上述支会委员和代表的同志，请于提名日提呈有关提名表格。谢谢！

Members who are interested to contest for the above-mentioned Position / Delegate are requested to  
submit the nomination form on the nomination date. Thank you!

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(主席/秘书 Chairman / Secretary)

姓名 Name:

附件 Attachment: 提名表格 Nomination Form



# 区会妇女组开会通知书

## Notice of Wanita MCA Division Assembly

Wanita 妇女组

区会 Division : \_\_\_\_\_

编号 Code : \_\_\_\_\_

日期 Date: \_\_\_\_\_

敬致全体区团代表 To the Delegates to Division Assembly,

兹通知, 本区会妇女组代表大会及选举将於以下日期、时间及地点举行。

Notice is hereby given that the MCA Division Youth Section Assembly will be held as below:

	<u>提名日 Nomination Day</u>	<u>大会 Assembly</u>
日期 Date :	20/08/2018	25/08/2018 (Saturday)
时间 Time :	4pm-8pm	
地点 Venue :		

### 议程 Agenda

- (1) 选举议长 Election of Speaker (2018—2021)
- (2) 区会主席致词 Opening Speech by Division Youth Chairman
- (3) 复准前期大会记录 Confirmation of Minutes of the Previous Assembly
- (4) 接纳秘书报告 Adoption of Secretary's Report
- (5) 选举计票员和监票员 Election of Vote-Counters & Scrutineers
- (6) 选举 2018—2021 年度委员会和州会、马华以及妇女组中央代表 Election of Office-Bearers, Delegates to State Assembly, Wanita and MCA General Assembly for the 2018-2021 Term
- (7) 辩论 Debate
- (8) 通过提案 Adoption of Resolutions
- (9) 宣布选举成绩 Announcement of Election Results
- (10) 散会 Adjournment of the Division Assembly

大会将选出区会委员会和代表如下:

*The various office-bearers and delegates to be elected are as follows:*

<u>职位 Position</u>	<u>职位数目 No of Posts</u>
主席 Chairman	1 名 Post
署理主席 Deputy Chairman	1 名 Post
副主席 Vice Chairman	4 名 Post
委员 Committee Members	___名 (不超过 10 名或不少过 5 名) ___post (not less than 5 and not more than 10)

唯至少 1 名须为年龄 35 岁以下者

At-least 1 of whom must be 35 years old or below.

州会代表 \_\_\_\_\_名 (请参阅总部发出的区会代表名册列出的数量)  
Delegates to State \_\_\_\_\_post (Number of delegates to State Assembly is indicated on  
Assembly the last page of the Division Membership Register.)

唯至少 1 名须为年龄 35 岁以下者  
At-least 1 of whom must be 35 years old or below.

中央代表 \_\_\_\_\_名 (请参阅总部发出的区会代表名册列出的数量)  
Delegates to AGM \_\_\_\_\_post (Number of delegates to Division Assembly is indicated on  
Assembly the last page of the Division Membership Register.)

唯至少 1 名须为年龄 35 岁以下者  
At-least 1 of whom must be 35 years old or below.

马华中央代表 1 名 post  
Delegates to MCA AGM (年龄不超过 40 岁 Aged must be 40 years old or below)

有意竞选上述区会委员和代表的同志，请于提名日提呈有关提名表格。谢谢！  
Members who are interested to contest for the above-mentioned Position / Delegate are requested to submit the nomination form on the nomination date. Thank you!

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(主席/秘书 Chairman / Secretary)

姓名 Name:

附件 Attachment: 提名表格 Nomination Form

# 州会妇女组开会通知书

## Notice of Wanita MCA State Assembly

Wanita 妇女组

州会 State : \_\_\_\_\_

编号 Code : \_\_\_\_\_

日期 Date: \_\_\_\_\_

敬致全体州会代表 To the Delegates to State Assembly,

兹通知，本州会代表大会及选举将於以下日期、时间及地点举行。

Notice is hereby given that the MCA State Youth Section Assembly will be held as below:

	<u>提名日 Nomination Day</u>	<u>大会 Assembly</u>
日期 Date :	24/09/2018	30/09/2018 (Sunday)
时间 Time :	4pm-8pm	
地点 Venue :		

### 议程 Agenda

- (1) 选举议长 Election of Speaker (2018—2021)
- (2) 州主席致词 Opening Speech by State Youth Chairman
- (3) 复准前期大会记录 Confirmation of Minutes of the Previous Assembly
- (4) 接纳秘书报告 Adoption of Secretary's Report
- (5) 选举计票员和监票员 Election of Vote-Counters & Scrutineers
- (6) 选举 2018—2021 年度委员会 Election of Office-Bearers for the 2018-2021 Term
- (7) 辩论 Debate
- (8) 通过提案 Adoption of Resolutions
- (9) 宣布选举成绩 Announcement of Election Results
- (10) 散会 Adjournment of the State Assembly

大会将选出州会委员会和代表如下:

*The various office-bearers and delegates to be elected are as follows:*

<u>职位 Position</u>	<u>职位数目 No of Posts</u>
主席 Chairman	1 名 Post
署理主席 Deputy Chairman	1 名 Post
副主席 Vice Chairman	4 名 Post
委员 Committee Members	15 名 post

(唯至少 2 名州委员，其年龄必须在 35 岁或以下  
With at-least 2 of whom must be aged 35 years or below)

有意竞选上述州会委员和代表的同志，请于提名日提呈有关提名表格。谢谢！

Members who are interested to contest for the above-mentioned Position are requested to submit the nomination form on the nomination date. Thank you!

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(团长/秘书 Chairman / Secretary)

姓名 Name:

附件 Attachment: 提名表格 Nomination Form