

**BY-LAWS OF THE ASEAN LAW ASSOCIATION**  
(Incorporating amendments as at 1st June 2004)

**Membership**

1. Every application from an ASEAN country for membership in the Association shall be made to the National Committee of that country. Such application shall be duly signed by the applicant and, in the case of an organisation, by its duly authorised officer. The application shall state the name and address of the applicant and, in the case of an organisation, must be accompanied by a copy of its Constitution, By-Laws and a statement of the number of its members.
2. The application shall after being processed by the National Committee be submitted by the National Committee to the Secretary-General who may require additional information on the applicant.

**Dues**

3. Membership dues for individual and institutional members shall be in such amounts as may be prescribed by the Governing Council from time to time.<sup>1</sup>
4. [*Deleted*]<sup>2</sup>
5. The Council may impose special levies on members for such special purposes as it may deem necessary.

**Sessions of the Assembly**

6. The notice of each Meeting of the Assembly shall be given to the National Committees not less than six (6) months prior to date of the Meeting, and the Agenda for the Meeting shall be given to the National Committee not less than thirty (30) days prior to the said date.
7. For each session of the Assembly there shall be a Steering Committee to be appointed by the Council. The Steering Committee shall consist of the President of the Association and not more than five (5) other members to be designated by the Council. The Steering Committee shall be responsible for preparing the agenda and other details relating to the session of the Assembly subject to the approval of the Council.<sup>3</sup>
8. The Council may determine the amount of any conference fees, and manner of their payment.

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<sup>1</sup> By-Law 3 was amended at the Governing Council Meeting in Singapore on the 28th of May, 1994.

<sup>2</sup> By-Law 4 was deleted at the Governing Council Meeting in Singapore on the 1st December, 2003.

<sup>3</sup> By-Law 7 was amended at the 6th ALA General Assembly in Manila on the 3rd of December, 1992.

9. Deliberations of the Assembly, the Council and at any Committee of the Association shall be conducted in English.

10. No person, other than a member of the Association, may address the Assembly or any committee thereof except upon the permission of the President or Chairman or at the invitation of the Council.

#### **Honorarium and Expenses**

11. The expenses officially incurred by the President, the Secretary-General and the Secretariat shall be borne by the National Committee which nominated the President and the Secretary-General for election at the General Assembly.<sup>4</sup>

12. [*Deleted*]<sup>5</sup>

#### **Defaulters**

13. Any member who is in arrears of his or its dues or levies shall have his or its rights and privileges of membership suspended.

#### **National Committee**

14. a) A National Committee shall be established in each ASEAN country consisting of not more than ten (10) members to be elected by the Members of the Association from that country.

b) Not less than two (2) members of the National Committee shall represent each of the following:

- i) The Judiciary
- ii) Government Lawyers
- iii) Practising Lawyers
- iv) Teachers of Law of that country.

c) A Chairman shall be elected by the Members of the Association from that country from amongst the members of the National Committee.

d) The five (5) Members of the Governing Council from that country appointed under Article 6.2 of the Constitution shall be the Chairman and four (4) other Members of the National Committee.

15. The National Committee may impose and collect its own dues and levies for its own use and for the expenses referred to in By-law 11, if any.<sup>6</sup>

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<sup>4</sup> By-Law 11 was amended at the Governing Council Meeting in Singapore on the 1st December, 2003.

<sup>5</sup> By-Law 12 was deleted at the Governing Council Meeting in Singapore on the 1st December, 2003.

<sup>6</sup> By-Law 15 was amended at the Governing Council Meeting in Singapore on the 1st December, 2003.

**Representation**

16. Each institutional member shall be entitled to send five (5) representatives to the Assembly.

**Seal of the Association**

17. The Association shall have a seal, the form of which shall be determined by the Council. The seal shall not be affixed to any instrument or document except on a resolution of the Council and shall be attested by the Secretary-General.