## By-Laws of the Irish Thai Chamber of Commerce

## Chapter 1: Name and Address

Article 1: This Chamber of Commerce is named "HO KARN KA THAI IRELAND" and known in English as the "Irish Thai Chamber of Commerce", herein after referred to as "the Chamber".
Article 2: The office of the Chamber is located at [insert new office address].
Article 3: The Seal of the Chamber is as follows:

## Chapter 2: Objectives

Article 4: The objectives of the Chamber shall be as follows:
4.1 To promote and develop economic relations for commercial, industrial, agricultural and economic benefits between Ireland and the Kingdom of Thailand.
4.2 To promote cooperation and business relationships between Irish business people in Thailand with Thai business people, and those in the surrounding region.
4.3 To cooperate with each country's authorities, and public sectors to develop trade, industry, investment and economic activity.
4.4 To provide advice, ideas, and suggestions for Irish business interests in Thailand and the surrounding region in the fields of trade, commercial, industry, investment, and in other related matters.
4.5 To perform activities and provide services to carry out the duties of the Chamber.
4.6 To compile news, information, and statistics on trade in general, on industrial affairs, and on legal and financial matters worthy of interest, for distribution to members.
4.7 To assist and promote charitable and social welfare activities.

## Chapter 3: Membership

Article 5: The Chamber shall comprise members who are domiciled in the Kingdom of Thailand and more than one half of the members shall be Irish natural persons, or juristic persons which have Irish natural persons as their partners or shareholders holding more than fifty percent $(50 \%)$ of that juristic entity's capital, including branches of the juristic persons registered in Ireland. All the members of the Chamber shall be engaged in the following enterprises: trading, services, independent professions, industries, agriculture, finance or economic activities, or have an office in Thailand.

Article 6: Membership shall be divided into two categories:

### 6.1 Ordinary members (including Special Ordinary members)

6.2 Honorary members

## Article 7:

7.1 "Ordinary members" shall be natural persons or juristic persons who are engaged in enterprises in the fields of trade, industry, agriculture, finance or other economic activities, and whose memberships are approved by a Board of Directors.
7.2 "Special Ordinary members" shall be juristic persons who aside from the qualifications of Article 5, meet the requirements of an Ordinary member and are determined by the Board of Directors to possess sufficient qualities and connections to Ireland to be considered an Ordinary member. The Board of Directors may resolve and publish the criteria for determining persons eligibility to become Special Ordinary members.

The majority of Ordinary members (including the count of Special Ordinary members) shall be Irish natural persons or juristic persons, as stipulated under Article 5. Each Ordinary member is entitled to one vote. In the case where an ordinary member is a juristic person who appoints more than one representative for a meeting, their votes are counted as one vote.

Article 8: Honorary Members are persons of high standing or patrons of the Chamber, who could bring prestige to the Chamber and/or have been prominent for their outstanding activities in favor of the Chamber or the Irish business community. Candidacy of Honorary Members must be proposed by a member of the Chamber, seconded by the Board of Counsellors (Board) and approved at a General Meeting. Honorary Members may participate in all events of the Chamber and shall be entitled to the privileges of Ordinary Members, but do not have voting rights and they are not permitted to stand for election to the Board of Directors.

Article 9: Qualification for membership: Apart from the qualifications for membership listed under Articles 7 , and 8 , applicants for membership must meet the following conditions:
9.1 In the case of natural persons:
a. They must be sui juris.
b. They must not be bankrupt, incompetent or quasi-incompetent.
c. They must not have been sentenced to jail by judgment of a court of law, except when the offence was a petty offence or committed by negligence.
d. They must be of reasonable financial means.
e. They must be of good behavior.
9.2 In the case of juristic persons:
a. They must not be bankrupt.
b. They must be an operating and going concern.
c. They must be properly registered with the government where they are domiciled.
9.3 A juristic person may appoint one or two natural persons as a permanent representative or another one as an alternate representative who may act on behalf of the juristic person in its affairs regarding the Chamber. Only one such representative may act on behalf of the member at any one time on the same subject matter. The permanent or alternate
representative is entitled to exercise the right in place of that juristic person only to the extent of that juristic person's rights.
9.4 A natural person who is acting as a permanent representative or alternate representative for a juristic person may not be appointed as a representative for another juristic person.
9.5 A natural person who is acting as a permanent representative or alternative representative for a juristic person may be a member in their own right.
9.6 The qualifications stated in Article 9.1 shall be applied to an appointed representative of a juristic person.

Article 10: Application for membership shall be as follows:
10.1 Applications shall be in the form as prescribed by the Chamber and approved by the Board of Directors and shall be submitted in writing to the Chamber office, addressed to the Secretary General or a director acting for the Secretary, stating the following information:
a. Name and address, telephone, email, telex and/or facsimile numbers of the applicant.
b. Category of membership for which application is made.
c. The type of enterprise in which the applicant is engaged.
d. An election for the treatment of that Member's personal data in accordance with the Personal Data Protection Act and other applicable laws of Thailand.
e. The application and submission may be in an electronic form and done by electronic processes.
10.2 Upon receipt of an application, it shall be submitted to the Board of Directors at its next meeting. Applications for membership may be approved only by a motion of the Board of Directors, at their discretion, passed by a simple majority vote of the directors present at the meeting. Upon approval by the Board of Directors to accept the applicant's membership, the membership will take effect immediately.
10.3 When the Board of Directors has accepted an applicant for membership, the applicant shall be notified promptly.

## Article 11: Rights and Duties:

11.1 Rights: Members of the Chamber who have paid full membership fees, have the following rights:
a. To receive assistance and support connected with the matters within the scope of the objectives of the Chamber.
b. To advise or give any comment to the Chamber within the scope of the objectives of the Chamber through the Board of Directors or the Annual General Meeting or the Extraordinary General Meetings.
c. To request for clarifications of an activity and/or to request to inspect a property by submitting the letter to the Board of Directors.
d. To join in the General Meetings debate, express views, question director(s), and introduce resolution at General Meetings.
e. To embellish a logo of the Chamber.
f. To be a proxy of other members, to join and vote in Annual and Extraordinary General Meetings, as specified in the form of proxy as determined by the Board of Directors.
g. Only Ordinary Members are entitled to vote in the General Meeting nominate and elect directors.
11.2 Duties: The members of the Chamber have the following duties:
a. To perform according to the by-laws of the Chamber, the resolutions of the General Meetings, and the resolutions of the Board of Directors.
b. To maintain the honor and interests of the Chamber and not to disclose any information of the Chamber which will bring discredit to the Chamber.
c. To promote and support the activities of the Chamber.
d. To keep harmony between the members and practice trade activities and other businesses with a cooperative and honest manner.
e. To pay the annual fees to the Chamber.
f. Members of the Chamber who have changed their name, surname, nationality, address, office address, business type, or representative have to give a notice in writing to the Board of Directors within 15 days from the date of such change.

Article 12: Membership Subscription:
12.1 Ordinary members shall pay registration fees and annual membership fees in the month that the Board of Directors approves the applicant's membership.
12.2 New members shall pay registration fees and annual membership fees at the rates determined by the Board of Directors in effect at the time of their membership is approved, except where a new member applies for membership within the 180 days after the date on which the Annual General Meeting is held, in which case the new member shall be entitled to pay the registration fee and membership fee in effect immediately prior to the Annual General Meeting.
12.3 The annual membership fees shall be charged to the members at rates as decided by the Board of Directors from time to time, and new annual membership fees shall be applicable to any annual membership fees that become payable on a date after their publication on the Chamber's website.
12.4 An Honorary Member is subject to a registration fee or an annual membership fee unless waived by the Board of Directors.
12.5 Changes to registration fees and annual subscription fees shall be proposed and may be approved by a vote of not less than $3 / 4$ of the Board of Directors and then proposed in the next Annual General Meeting or Extraordinary General Meeting, whichever is first. This shall include changes in government taxes related to such fees.
12.6 The Chamber may from time to time collect a special membership fee as per the resolution of the General Meeting of not less than $3 / 4$ of the votes of all Ordinary Members present.

Article 13: Members who wish to resign from membership must notify the Chair of the Board, in writing, and reimburse the Chamber for any outstanding account, inclusive of the registration fees, annual membership fees and any special membership fee then in arrears.

Article 14: The Chamber may expel any member who has conducted themselves in an unbecoming manner, or when it is felt that allowing them to remain as a member would bring discredit to the Chamber. Such expulsion must be approved by a $2 / 3$ vote of the directors present at a Board of Directors meeting duly called for such purpose. After an expulsion, a written notice will be provided to the member in question by the Board of Directors.

Article 15: Termination of membership: Membership may be terminated or acknowledged by a resolution of the Board of Directors in any of the following cases:
a. Death, or dissolution of a natural or juristic person.
b. Disqualification under Article 7,8 or 9 .
c. Resignation by filing a resignation letter with the Board of Directors and receiving the Board's acknowledgement.
d. On a member being declared bankrupt or by a final court judgement.
e. Being sentenced to imprisonment by final court judgement, except for a petty offence or an offence sentenced as such or an offence out of negligence.
f. Expulsion from membership under Article No. 14
g. On being declared by a court of law to be legally incompetent or quasi-incompetent.
h. Arrears in payment of membership fees for a period of longer than three months after receipt of reminder(s) by the Chamber.
i. By special resolution of the Board of Directors of not less than $3 / 4$ of the votes of the Directors present at a meeting duly called for such for such purpose, to rescind membership registration on any of the following grounds:

1. knowingly undertaking an action which damages the reputation of the Chamber; or
2. knowingly violating these By-laws.

## Chapter 4: General Meeting

Article 16: General Meetings shall be held as follows:
16.1 An Annual General Meeting shall be held not later than 120 days after the end of the fiscal year, to consider the annual report of the affairs and activities of the Chamber; to consider and approve the balance sheet; to elect a Board of Directors every year; to appoint an Auditor; and to conduct any other matters.
a. The Chair of the Board of Directors shall preside at every Annual General Meeting but if the Chair is not present or unable to assume such duty, the first Vice Chair shall preside. If both the Chair and first Vice Chair are not present or unable to assume such duty, the second Vice Chair or any Director present may be elected by a majority of the Board of Directors present to preside over the Meeting. If no Director is present,
the members shall elect by a majority of members present, any member to be Chair of such Meeting.
b. All members shall be notified of the Annual General Meeting by post or fax or E-mail or messenger delivery, not less than 14 days prior to the date of the meeting. The notice of the Annual General Meeting shall specify the date, time, venue and agenda of the meeting.
c. Business transacted at an Annual General Meeting shall comprise the following:

1. To approve the minutes of the previous Meeting;
2. To review annual report and operation results of the Chamber over the past year (if any);
3. To consider and approve the balance sheet and financial accounts of the Chamber (if any);
4. To elect members to the Board of Directors to replace those whose terms are expiring;
5. To elect advisors and an auditor to the Chamber for a fiscal year and fix remuneration (if any); and
6. Other activities requiring a resolution of a General Meeting
d. The members at the Annual General Meeting shall elect the Members of the Board of Directors, as stipulated by the terms of their respective offices under Article 17, every year.
16.2 An Extraordinary General Meeting may be called at any time by a resolution of the Board of Directors or at the written request to the Board of Directors by at least $1 / 5$ of the Ordinary members of the Chamber, a majority of whom must be Irish natural persons. If the Board of Directors does not act to call an Extraordinary General Meeting upon a written request for an Extraordinary General Meeting made by at least $1 / 5$ of the Ordinary members of the Chamber, the majority of whom are Irish, within 14 days of the request being sent, the members who have made such request may notice and call an Extraordinary General Meeting themselves.
a. Notice of an Extraordinary General Meeting shall be sent to all members at least 14 days in advance of the date of the meeting. This notice shall also state the agenda, date, time, and venue of the meeting.
16.3 At all Annual General Meetings or an Extraordinary General Meeting, a quorum shall require the attendance of at least $1 / 2$ of all Ordinary members (present either in person or by proxy or via electronic means in accordance with the applicable laws of Thailand), a majority of whom must be Irish natural persons. Written proxies held by representatives attending the meeting in the place of other members shall be counted in determining quorum. Each Ordinary member has the right to appoint another member to be its representative to attend the meeting and vote, and each representative has the right to be appointed by a maximum of 1 Ordinary member to vote.
16.4 If after a period of 30 minutes subsequent to the scheduled time for the meeting a quorum is still not constituted, the meeting shall be delayed for a further period of 30 minutes. Thereafter the meeting can commence if at least $1 / 4$ of the Ordinary members of the Chamber, subject to the qualifications of such Ordinary members listed in 16.5 are met, attend the meeting, otherwise the meeting shall be adjourned and the Board of Directors
shall reconvene the meeting no later than 30 days after the original meeting. Notification of this meeting shall be sent to all members at least 7 days in advance of the date of the meeting.
16.5 Each Ordinary member shall have one vote, and a motion at a General Meeting shall be carried by a simple majority vote by show of hands, if present and in person, or by an appropriate method if electronically, of the Ordinary members, unless otherwise prescribed in these By-laws.
16.6 An Annual or Extraordinary General Meeting may be conducted via video conference, electronic means, or any other form of electronic communication equipment to the extent and under the conditions permitted by applicable laws of Thailand.

## Chapter 5: Board of Directors and Officers

Article 17: The Board of Directors shall manage the affairs of the Chamber and shall be elected from the Ordinary members at a General Meeting. The Board of Directors' functions shall be as follows:
17.1 Authority and Duties of the Board of Directors are as follows:
a. to administer business and property of the Chamber as per these by-laws and the resolution of the Meeting;
b. to attend all Board of Directors meetings absent good cause shown;
c. to elect directors to assume various positions on the Board of Directors;
d. to prescribe regulations governing the Chamber's operation in accordance with the set objectives; and
e. to employ, appoint and remove advisors of the Board of Directors, subcommittee, staff and employees to undertake specific business or consider various issues within the scope of the Chamber's duties so as to ensure the smooth operation of the Chamber. Such advisor and subcommittee may be appointed from directors and members of the Chamber or any other person.
17.2 The Board of Directors shall consist of at least nine, but not to exceed 17 Ordinary members elected as Directors at a General Meeting, out of whom the majority shall be Irish natural persons. Each Director shall be in office for a term of two years at a time. No director shall serve more than two consecutive terms unless an insufficient number of directors accept nominations to be directors, in which case any director or directors may serve additional terms as may be required.
17.3 A Board of Directors Meeting shall be held at least once every three months or more frequently as may be required due to urgent business, with not less than 8 meetings being held for every two-year period, absent extenuating circumstances. In the case of necessity, the Chair of the Board of Directors or a director acting for the Chair or not less than five directors can call a special meeting.
17.4 Honorary Directors. The Board of Directors shall be entitled to approve, by majority vote, the appointment of up to five Honorary Directors who the Chair may permit to attend and speak at the Board of Directors meetings, but who shall have no authority, duties nor right
to vote. The qualifications of the Honorary Directors shall be as determined by the Board and Honorary Directors shall not count toward the total number of the Board of Directors.
17.5 If Irish natural persons of the elected Board of Directors are less than half, or in case of a vacancy, the Board of Directors shall invite the nominations of Irish natural persons to serve as directors of the Chamber. In such case, a letter must be sent to all members of the Chamber informing and inquiring whether Ordinary members wish to nominate a candidate. Replies shall be accepted by the Board up to 15 days from the date of the Board's letter. After receiving proposals, the Board must approve the new Director by a $2 / 3$ majority vote of the Board of Directors. The new Director's term shall continue until the next Annual General Meeting at which the Director being replaced would stand for election, in the case of a vacancy.
17.6 The election of the Board of Directors of the Chamber shall be by means of a show of hands for nominated candidates unless a secret ballot is demanded by any Ordinary member. A secret ballot shall be taken in such a manner as the Chair of the General Meeting directs. In the case of an equality of votes, whether on a show of hands or on a secret ballot, the Chair of the meeting shall be entitled to a casting vote. The candidates receiving the highest number of votes shall be appointed the Board of Directors.
17.7 Not less than $1 / 3$ of the directors of the Chamber must retire from office at the end of the term specified in Article 17.2 and be eligible for re-election with a limit of two terms consecutively unless no replacement director accepts a nomination to stand for election.
17.8 The Board of Directors will elect their own from the members of the Board of Directors:
a. Chair and President - The Chair shall facilitate the Chamber's affairs in accordance with these by-laws and regulations governing the Chamber's operation; and act as representative of the Chamber in business related with a third party; and preside over the Board of Directors' Meeting as well as a General Meeting;
b. Two Vice Chairs and Vice Presidents - The Vice Chairs shall assist the Chair in all business under the authority and duty of the Chair and act for the Chair when the Chair is not present or is unable to perform his duties, the Chair shall designate the first Vice Chair and second Vice Chair in their discretion;
c. Secretary General - the Secretary General shall prepare correspondence and keep all documents of the Chamber; act as secretary in the Board of Directors' meeting and General Meeting; and perform other duties as assigned by the Board of Directors;
d. Treasurer - the Treasurer shall keep and pay the Chamber's monies; prepare accounts; keep and allocate the Chamber's inventories; and perform other duties as assigned by the Board of Directors;
e. Registrar - The Registrar shall prepare Member Register Book and other registration irrelevant to the Chamber's finance, maintain the personal data of the Members, as well as perform other duties as assigned by the Board of Directors;

The terms of each officer shall be two years and no officer may serve more than two consecutive two-year terms.
17.9 The Chair of the Board must be an Irish natural person.
a. In the absence of the Chair, the first Vice Chair shall act in their stead.
b. In the absence of both the Chair and the first Vice Chair, the Board of Directors will elect the second Vice Chair or any Director present, to serve as the Chair of the meeting.
17.10 A quorum for all meetings of the Board of Directors shall consist of not less than $1 / 2$ of the members of the Board of Directors.
17.11 The meetings of the Board of Directors' may be conducted via video conference, electronic means or any other form of electronic communication equipment to the extent and under the conditions permitted by applicable the law.
17.12 Any elected member of the Board of Directors may at any time resign from the Board of Directors by giving notice to the Chair in writing of his or her wish to do so. If the Board of Directors is constituted with fewer than 9 elected members, then the Board of Directors must call for elections through an Extraordinary General Meeting.
17.13 The Board of Directors is entitled to appoint sub-committees consisting of at least one member of the Board of Directors to deal with special matters. The Board of Directors shall establish the powers, duties, duration and procedures for such sub-committees.
17.14 The Board of Directors shall invite the nomination of natural persons holding Irish or other citizenships to serve as Advisors. These natural persons should be capable of rendering advice and services for the benefits of the Chamber. Each advisor shall be nominated by at least one member of the Board of Directors and approved by $3 / 4$ of the Board of Directors. Members or non-members of the Chamber, but not current Directors of the Board, are eligible for nomination. Each advisor will serve for a term of 2 years from the date of the appointment or such other term as the Board of Directors shall determine. Qualifications of the advisor, nominees shall satisfy the following conditions:
a. They shall be sui juris.
b. They shall not have been adjudicated bankrupt, incompetent or quasi-competent.
c. They shall not have been sentenced to jail by judgment of a court of law, except where the offence was a petty offence or committed by negligence.
d. They shall be of reasonable financial means.
e. They shall be of good behavior.
17.15 The Board of Directors may, by vote of not less than $2 / 3$ of the Directors present at a meeting, appoint any Ordinary member, if a natural person, or the representative of any Ordinary member, if a juristic person, to fill a vacancy on the Board until the end of the vacating director's term and such appointment shall not require the approval of the members in general meeting, in the following cases:
a. Death.
b. Retirement at the expiration of their term of office.
c. Resignation by giving notice to the Chair in writing.
d. Being declared bankrupt by a court order.
e. Being declared by a court order to be legally incompetent or quasi-incompetent.
17.16 The Board of Directors may expel any Director who:
a. has been determined to have conducted himself/herself in an unbecoming manner;
b. has been determined to have failed to faithfully and in good faith executed their duties under Article 17.1; or,
c. when it is determined that allowing him/her to remain as a Director would bring discredit to the Chamber.

Such expulsion must be approved by not less than $2 / 3$ of the entire Board of Directors, excluding the Director subject to expulsion who shall not be entitled to vote nor participate in the decision. After an expulsion, a written notice will be provided to the Director in question by the Board of Directors.
17.17 An Executive Director or Executive Secretary may be appointed by the Board of Directors to execute the general affairs of the Chamber in accordance with the objectives, policies, and By-Laws of the Chamber, under the supervision of the Board of Directors. The Executive Director may attend the Board Meetings but shall not be entitled to vote if he/she is not a member of the Board of Directors. The signing authority of the Executive Director shall be authorized by the Board of Directors. In the absence of the Executive Director, the Chairman of the Board may perform the function of this position.

Article 18: The term of a member of the Board of Directors shall cease in the following instances:
a. At the normal expiration of his/her term of office, or in the event of his/her resignation, or the expulsion or other vacating of office occurs in accordance with the provisions of Article 17.
b. When the Ordinary membership of the Director or the juristic person the Director represents ceases under the provisions of Articles 13, 14 and 15.
c. When the Directors becomes disqualified under Section 26 of the Chambers of Commerce Act of B.E. 2509 (A.D. 1996).
d. When the Ministry of Commerce orders termination under the provisions of Article 40 of the Chamber of Commerce Act of B.E. 2509 (A.D. 1996).

## Chapter 6: Alteration of the By-Laws

Article 19: The By-Laws may be amended at an Annual General Meeting or Extraordinary General Meeting if the following conditions are fulfilled:
19.1 The proposed amendment has been included in the agenda sent to each member of the Chamber.
19.2 Subject to Article 20.3 the proposed amendment is approved by a two-third majority of the Ordinary members present or represented at an Annual or Extraordinary General Meeting.
19.3 Any change to the following provisions shall require the votes of not less than ninety-five percent of all Ordinary Members present:
a. In Article 10, the provision conferring on the Board an absolute discretion to determine whether an applicant meets the criteria for Ordinary membership and to refuse any application without giving any reason for the refusal.
b. In Article 17:
(i) the provision requiring that a majority of Directors shall be of Irish nationality; and
(ii) the provision requiring that the Chair and at least one of the Vice Chair and the Treasurer be of Irish nationality.

## Chapter 7: Accounting of the Chamber

Article 20: The end of the fiscal year of the Chamber is December 31 of each year.
Article 21: One or more persons who are not members of the Board of Directors will be elected as Auditor(s) at each Annual General Meeting. They will be required to audit the annual balance sheet and financial statements, including the accounts of the Chamber. The remuneration of the auditors shall be fixed by the General Meeting of members.
Article 22: The Board of Directors must prepare the Annual Balance Sheet, Annual Income Statement, and Annual Report of the Chamber. They shall be sent to auditor(s) for a complete inspection prior to the Annual General Meeting. The financial statements, certified by an auditor and the Annual Report shall be submitted for approval by the Annual General Meeting within 120 days after the end of the fiscal year.

## Chapter 8: Dissolution of the Chamber

Article 23: The Chamber can be dissolved by an Extraordinary General Meeting:
23.1 When it appears that the objectives or activities of the Chamber become contrary to law or endanger the economic well-being or security of the country, or the public peace, order, and good morals of the country.
23.2 When the Chamber acts in violation of Section 29 of the Chamber of Commerce Act of B.E. 2509 (A.D. 1996) and such violation is grossly damaging.
23.3 When the Chamber is no longer able to carry on its activities or has ceased activities for two years or more.
23.4 When it appears that the Chamber has caused or permitted a person other than a director to exercise the functions of a director in conducting its affairs.
23.5 By a motion passed by a two-third majority of the Ordinary members present or represented at an Annual General Meeting or Extraordinary General Meeting called for this purpose.
23.6 If the Chamber is declared bankrupt.

Article 24: In the case of dissolution of the Chamber according to Articles 23, the General Meeting must appoint the liquidators. If the Chamber has been dissolved by Article 23.1-23.4, the liquidators shall be elected by the Board of Directors.

Article 25: After dissolution of the Chamber, if any property or assets remain after liquidation, they must be transferred to a public non-profit organization deemed worthy by the Board of Directors.

## Chapter 9: Transitional Provision

Article 26: Upon the issuance of a license for formation of the Chamber by the Chamber Registrar of Bangkok Metropolis, all promoters shall act as an interim Board of Directors until the first Board of Directors has been elected as set forth in these By-laws. The General Meeting of members for the purpose of electing the Board shall be held within 180 days of issuance of the Chamber license.

Article 27: For the purposes of Article 10, all promoters shall be deemed to be Ordinary members.
Article 28: These By-Laws shall take effect on the date the Chamber Registrar for Bangkok Metropolis issues the Chamber a license for formation.

