



BYLAW

ASIAN LAW STUDENTS' ASSOCIATION (ALSA)

NATIONAL CHAPTER INDONESIA

2016 – 2017

CHAPTER 1

GENERAL PROVISION

Article 1

Which are stipulated in this bylaw:

1. ALSA National Chapter Indonesia, hereinafter referred as the National Chapter is the highest institution of ALSA in Indonesia.
2. ALSA National Board Indonesia, hereinafter referred as the National Board is the board of National Chapter.
3. ALSA Local Chapter Indonesia, hereinafter referred as the Local Chapter is the institution which is a part and is located one level under the National Chapter.
4. ALSA Local Board Indonesia, hereinafter referred as the Local Board is the board of Local Chapter.
5. National Assembly is a forum of discussion that shall be the supreme organ of National Chapter.
6. Special National Assembly is a discussion forum which is held in a forced circumstance and has equal position and power with the National Assembly.
7. President of National Board is the chairperson of National Chapter which holds the highest authority under the National Assembly of ALSA in Indonesia
8. Pre-National Assembly is a forum which results will be dealt in the National Assembly.

CHAPTER II

NATIONAL CHAPTER

Article 2

The place and address of National Chapter follow the domicile of the President of National Board who is elected in National Assembly.



Article 3

- (1) The board structure of National Board is comprised of:
- a. President
 - b. Staff
- (2) Staff is comprised of at the very least:
- a. Internal Division
 - b. External Division

CHAPTER III

NATIONAL BOARD

Section 1

Functions, Duties, and Authorities

Article 4

President of National Board's functions are as follows:

- a. Giving direction to the activity of Local Chapter;
- b. Bridging the activities which is carried out by ALSA;
- c. Monitoring Local Chapter's work programs and collecting their reports;
- d. Cooperating with institutions who have the same vision with ALSA;
- e. Leading the National Chapter delegates in both National and International forum;
- f. Assisting Local Chapter in solving problems which can't be solved by Local Chapter especially in maintaining their existence;
- g. Recording all documents concerning ALSA during the working period; and
- h. Giving direction and supervising the preparation, implementation, and post of national activities

Article 5

President of National Board's duties are as follows:

- a. Carrying out the Constitution of ALSA;
- b. Carrying out the Bylaw of ALSA National Chapter Indonesia and the Executive Guidelines of Duties of ALSA National Chapter Indonesia;and
- c. Carrying out the decisions of National Assembly and Pre-National Assembly.



Article 6

President of National Board's authorities are as follows:

- a. Choosing, electing, and dismissing staff;
- b. Coordinating National Chapter delegates;
- c. Giving coordination towards Local Chapter candidate who wishes to propose in being a member of National Chapter in National Assembly;
- d. Enacting activities which is deemed necessary and is suitable with its function;
- e. Giving sanction which is regulated more in Article 19;
- f. Constructing special committee/ad hoc whose duty is to make regulations;
- g. Legalizing honorary members of Local Chapter which has been contend by the Local
- h. Chapter;
- i. Recommending Local Chapter's member to occupy the unfilled International Board position in International Board; and
- j. Delegating partially and/or all of the functions and duties to staff.

Section 2

Terms of Office and Concurrent Post

Article 7

- (1) The working term of National Board is one year period.
- (2) President of ALSA National Chapter Indonesia can only be elected for one period.

Article 8

- (1) National Board President shall not concurrently hold office in any position within ALSA or any position in any other organization.
- (2) An incumbent National Board President has the right to be elected as an ALSA International Board Officer in ALSA Forum.
- (3) A National Board President which is elected as ALSA International Board Officer shall demote him/herself from duty.
- (4) In regards to point (3), National Board President shall appoint one of the National Board at that moment as a temporary substitute for National Board President until Special National Assembly is held.



CHAPTER IV

MEMBERSHIP

Article 9

Members of National Chapter Indonesia are as following:

- (1) Member of Local Chapter, namely all Faculty of Law students in enlisted Local Chapters in Indonesia; and
- (2) Honorary Member, namely member(s) who has been declared in National Assembly for his/her massive contribution for National Chapter.

CHAPTER V

ADMINISTRATIVE BODY

Section 1

Administrative Body

Article 10

Administrative Body is comprised of:

- a. National Assembly;
- b. Special National Assembly; and
- c. Pre-National Assembly.

Section 2

National Assembly

Article 11

(1) Duties of National Assembly are as following:

- a. To determine the agenda of National Assembly;
- b. To determine the rules of National Assembly;
- c. To inquire the Accountability Report of National Board;
- d. To stipulate the Bylaw and the Executive Guideline of Duties of ALSA National Chapter Indonesia;
- e. To elect the National Board President; and
- f. To determine the host of National Assembly and Pre-National Assembly;



(2) Authorities of National Assembly are as following:

- a. To accept or to deny the Accountability Report of National Board;
- b. To amend the Bylaw and the Executive Guideline of Duties of ALSA National Chapter Indonesia;
- c. To grant and to exempt the status of Honorary Membership in National Chapter;
 - a. To accept, grant, and to exempt the status of Local Chapter;
 - b. To give the recommendation to be lifted to Governing Council and National Chapter;and
 - c. To exempt the Policy Directives made by the National Board.

(3) National Assembly is held once in every year stewardship.

(4) National Assembly is attended by delegates from each Local Chapter and Observers.

Section 3

Special National Assembly

Article 12

(1) In times where extraordinary matters would arise, Special National Assembly shall be held according to the attendance of $\frac{1}{2}+ 1$ of Local Chapters;

(2) What constitutes as extraordinary matters shall be as following:

- a. The death of National Board President;
- b. National Board President suffers from extreme illness, in which he/she cannot fulfill his/her duties;
- c. National Board President is no longer a student of Faculty of Law in the University, in which he/she enlisted when he/she was elected;
- d. National Board President has done grave misconduct(s);
- e. National Board President cannot fulfill his/her duties due to a certain thing;
- f. National Board President is elected as the International Board ALSA; and/or
- g. Urgent thing due to National Board President concern.

(3) Special National Assembly has the authority to take measures when considered necessary to handle extraordinary measures as listed in point 2.



Section 4

Pre-National Assembly

Article 13

(1) Duties and authorities of Pre-National Assembly are as following:

- a. To determine the agenda of the National Assembly
- b. To discuss other matters relating to the National Assembly
- c. To discuss the performance and programs of National Board;
- d. To make decisions regarding the performance and programs of National Board; and
- e. To discuss registration fee cap (maximal limits of registration fee) for National Assembly and Pre-National Assembly;

(1) Pre-National Assembly is held once every one year stewardship;

(2) Pre-National Assembly shall be attended by delegates from each Local Chapter.

CHAPTER VI

LOCAL CHAPTER

Section 1

Right and Duties

Article 14

Local Chapters shall have the rights to:

- a. Establish policies in regards to coordinate the activities held by Local Chapter as long as it do not contravene with higher regulations;
- b. Establish autonomous policies for each Local Chapter as long as it does not contravene with existing regulations; and
- c. To carry out the autonomous policies in each Local Chapter.

Article 15

Local Chapters shall have the obligations to:

- a. Assist the financing of National Chapter by contributing annual dues as established in the Bylaw of ALSA National Chapter Indonesia;
- a. To send the delegates to National Assembly, Special National Assembly, Pre-National Assembly, and National Governing Council Meeting;



- b. To abide by the results of National Assembly, Special National Assembly, and Pre-National Assembly;
- d. To submit a written draft program and to coordinate with National Board at least 3 (three) months after the establishment of local board;
- e. To submit a written report periodically to National Board for programs which have been executed by Local Chapters; and
- f. To execute and to be responsible of every decision made by Local Chapters.

Section 2

Establishment of a Local Chapter

Article 16

(1) Requirements to be accepted as a Local Chapter:

- a. Candidate must possess a clear organization structure plan;
- b. Candidate must acquire a letter of official statement in forming Local Chapter by the faculty with the acknowledgement of students senate / or any equal students body within the faculty of the candidate;
- c. Candidate must submit a letter of request for forming a Local Chapter to the National Board;
- d. Candidate must be recommended by the National Board President;
- e. Candidate must attend the National Assembly as observer twice in a row;
- f. Candidate must submit a Feasibility Report; and
- g. Candidate must be accepted in National Assembly.

(2) If a candidate of Local Chapter has fulfilled the requirements stated in sub article (1), in the second National Assembly attended by the candidate, it shall be legitimate to be a subject of acceptance as Local Chapter.

CHAPTER VII

FUNDING

Article 17

(1) National Chapter Funding is raised from:

- a. Annual Dues from the Local Chapters;
- b. Non-binding Contribution; and/or



- c. Efforts which are legal and halal also not contravening the legislation, Constitution of ALSA and the Bylaw of ALSA National Chapter Indonesia.
- (2) Further consideration regarding annual dues would be conducted at the latest 30 (thirty) days after the President of National Board is elected.

CHAPTER VIII

SANCTIONS

Article 18

Sanctioning for President:

- a. Sanctions shall be given to President who commits violation towards:
 1. Constitution of ALSA;
 2. Bylaw of ALSA National Chapter Indonesia and/or and Executive Guideline of Duties of ALSA National Chapter Indonesia.
- c. The sanctions to President shall be given in National Assembly; and
- d. Sanctions to be given shall only be in form of revocation of position which is approved by at least $\frac{1}{2} + 1$ from total of attending delegates in the Special National Assembly.

Article 19

Sanctioning for Local Chapter:

- a. Sanctions shall be given to Local Chapter which violates the obligations ruled in
 - a. Constitution of ALSA National Chapter Indonesia;
 - b. The execution of sanctions shall be conducted by President;
 - c. Sanctions which shall be given by the National Board are:
 1. Reprimand;
 2. Written Warning; or
 3. Temporal revocation partially or as whole of Local Chapter's rights by the approval of $\frac{1}{2} + 1$ from total of existing Local Chapters in a written form.
 4. Permanent revocation partially or as whole of Local Chapter's right by the approval of $\frac{1}{2} + 1$ from total of existing Local Chapters in a written form.
- d. As for the violation conducted by Local Chapter, whenever it can be categorized as major one(s), might be processed for appropriate sanction without the accordance of the stipulated phases stated in this bylaw.



CHAPTER IX

RULES OF ALTERATION

Article 20

- (1) Proposal of alteration must be approved by at least $\frac{1}{2} + 1$ from the total of attending delegations.
- (2) Amendments must be approved by at least $\frac{1}{2} + 1$ from the total of attending delegations.

CHAPTER X

ADDITIONAL RULES

Article 21

- (1) Clauses which have not been regulated in this provision shall be determined later in the policy directives.
- (1) Rules of conduct shall be made by a special committee/ad hoc which is formed by and be responsible to the President of National Board.
- (2) Members of the special committee/ ad hoc team are the representatives from members of National Board and/or existing Local Board

CHAPTER XI

CLOSING

Article 22

This bylaw shall be valid since passed in National Assembly XXIII of ALSA National Chapter Indonesia.