

## Guidelines to OGSM State Representatives

1. The 'term of office' for all state representatives will be for 2 years.
2. All state representatives will be required to form a state subcommittee which should ideally involve members from both the public and private sector and where possible should have a fair representation from all geographical locations within the state.
3. All state representatives will be given a free hand in deciding on the type of activities they would like to carry out in their respective states. However, the nature of these activities should be in line with the philosophy and aspirations of the Society in general.

Broadly, these activities should **either**; foster goodwill amongst members, have academic merit, improve the general perception of the fraternity amongst the public and other professionals, provide service to the members, build rapport with other professional bodies **or** provide service to the public.

4. All state representatives should endeavor to engage the trainees within the state. This will encourage membership development amongst the younger members of the fraternity and also ensure that their needs are highlighted and given due attention.
5. The Society requests that all state representatives submit a concise report **every 3 months** (quarterly) to be included in the Society Newsletter. The submission of these reports is of utmost importance as this is the only true method of ensuring accountability of the state representative to the Society and its Members. This report will form the main 'key performance index (KPI)' of all state representatives.
6. A financial allocation of RM1,000.00 (for CME activity) and RM2,000.00 (for Fellowship) will be allocated per year to each state. Funds not utilized can be rolled over to the following year, but not for longer than a period of two years. Activities organized by the state subcommittee that generate income will be held in the OGSM account in benefit of the particular state for any future activities.