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**Bylaws of ISACA Bangkok Chapter**

**Effective: DD/MM/2021**

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**Article I. Name**

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ISACA Bangkok Chapter, hereinafter referred to as “Chapter,” is a chapter affiliated with the Information Systems Audit and Control Association, Inc. (ISACA), hereinafter referred to as the “Association.” Although the Chapter is affiliated with the Association and is subject to the Chapter Affiliation Agreement and other directives of the ISACA Board of Directors, the Chapter is a legally independent entity from the Association as well as any other association, enterprise, or entity, and is responsible for its own legal and administrative affairs, including compliance with all applicable laws and regulations.

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The Chapter logo looks like this:



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The head office of the Chapter is located at 2, St. Gabriel's Foundation Building of Thailand, Soi Thonglor 25, Sukhumvit 55 Road, Khlong Tan Nuea, Vadhana, Bangkok 10110.

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**Article II. Purpose**

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***Chapter's Purpose***

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The primary purpose of the Chapter is to promote the education of individuals and provide networking opportunities for the improvement and development of their capabilities relating to the auditing of, management consulting in, or direct management of the fields of IT governance, IS audit, cybersecurity, privacy, control, and assurance.

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The objectives of the Chapter are:

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- A. To promote the education of, and help expand the knowledge and skills of its members in the interrelated fields of IT governance, IS audit, cybersecurity, privacy, control, and assurance;
  - B. To encourage an open exchange of IT governance, IS audit, cybersecurity, control, and assurance techniques, approaches, and problem solving by its members;
  - C. To promote adequate communication to keep members abreast of current events in IT governance, IS audit, cybersecurity, privacy, control and assurance that can be of benefit to them and their employers;
  - D. To communicate to management, auditors, universities, and IS professionals the importance of establishing controls necessary to ensure proper IT governance and the effective organization and utilization of IT resources; and
  - E. To support the Association's professional certifications and certificates.

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**Article III. Membership and Dues**

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***Section 1. Membership Types and Qualifications***

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Membership in the Association is a requirement for membership in a Chapter. Membership types in the chapter will mirror membership types in the Association. Any member of the Association shall be eligible for membership in the Chapter with the same membership type, subject to rules established by the Association Board. Only the Association Board of Directors has the right to add or remove membership types in the Association. Membership types in Chapter are:

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- A. Professional Member—Any individual with a professional membership in the Association. Professional members of the Chapter shall be entitled to vote and to hold office at the Chapter level.
  - B. Retired Member—Any member of the Association, who presents proof of retirement status, subject to rules established by the Association Board. Retired members of the Chapter shall be entitled to vote and hold office at the Chapter level.
  - C. Student Member—Any member of the Association who is a full-time student currently enrolled in a degree program of an accredited college or university, subject to rules established by the Association Board. Student members of the Chapter shall be entitled to vote and hold office at the Chapter level.

- 57 D. Recent Graduate—Any member of the Association who graduated within the last two years from a  
58 recognized college or university, subject to rules established by the Association Board. Recent Graduate  
59 members shall be entitled to vote and hold office at the Chapter level.  
60

61 **Section 2. Admission**

- 62 A. Potential members shall:  
63 1. Meet the requirements of membership as outlined in Article III, Section 1.  
64 2. Complete an Association membership application form.  
65 3. Pay required Chapter and Association dues to the Association.  
66 4. Follow the Code of Professional Ethics of the Association.  
67 B. Membership in the Chapter shall be conferred upon an individual when the Association has accepted the  
68 membership application and received the required Association and chapter dues, for that individual.  
69

70 **Section 3. Dues**

- 71 A. Association and Chapter dues must be paid annually, in full, to the Association. Amount of Chapter dues  
72 shall be determined by the Chapter Board of Directors.  
73 B. A member shall forfeit membership in the Chapter and Association, if dues have not been paid to the  
74 Association or Chapter in compliance with terms set by the Association Board of Directors, as required.  
75 C. Resignation—Any member who resigns shall not be entitled to a refund of his/her annual Association or  
76 Chapter dues.  
77

78 **Section 4. Member Termination**

79 Only the Association has the authority to terminate Association and Chapter membership of an individual.  
80 Termination of membership in the Association, for whatever reason, shall automatically terminate membership in  
81 the Chapter.  
82

83 **Article IV. Chapter Meetings**

84 **Section 1. Educational sessions**

85 Educational sessions of the Chapter membership shall be held at least 4 times per year, unless otherwise  
86 determined by the Chapter Board.  
87

88 **Section 2. Annual General Meeting (AGM)**

89 The annual general meeting shall be held in [June](#) and shall be for the purpose of electing officers, receiving  
90 reports of officers and committees, and for any other business that may arise. The date and location of the AGM  
91 shall be determined by the Chapter Board.

92 The AGM may be held in-person or electronically, as long as all members can simultaneously hear each other and  
93 participate during the meeting. The decision to hold a meeting electronically shall be approved by the Chapter  
94 Board.  
95

96 **Section 3. Special Meetings**

97 Special meetings may be called by the President, the Chapter Board or upon written request by [30](#) of the  
98 members. The purpose of the meeting shall be stated in the call.  
99

100 **Section 4. Electronic Meetings**

101 Chapter meetings and educational sessions may be held in-person or electronically, as long as all members can  
102 simultaneously hear each other and participate during the meeting. The decision to hold a meeting electronically  
103 shall be approved by the Chapter Board.  
104

105 **Section 5. In-person or Electronic Voting (NOT elections)**

- 106  
107 A. Any action that may be taken at any meeting of members may be taken without a meeting, if the Chapter  
108 delivers a ballot to every member entitled to vote on the matter.  
109 B. The method of delivering the ballot may be by hand delivery, postal mail, email or via secured and validated  
110 electronic/internet-based tools.  
111 C. A ballot must:  
112 1. Set forth each proposed action; and  
113 2. Provide an opportunity to vote for or against each proposed action.  
114 D. Approval by ballot pursuant to this section will be valid only when the number of votes cast by ballot equals  
115 or exceeds the required quorum, and the number of approvals equals or exceeds the number of votes that  
116 would be required to approve the matter.  
117

- 118 E. All solicitations for votes by written ballot must:  
119 1. Be preapproved by the Chapter Board or the membership at a Chapter meeting;  
120 2. Indicate the number of responses needed to meet the quorum requirements;  
121 3. State the percentage of approvals necessary to approve each matter;  
122 4. Specify a reasonable time by which a ballot must be received by the Chapter in order to be counted; and  
123 5. Be considered a special meeting for the purposes of these bylaws.  
124

125 **Section 6. Quorum for Chapter Meetings**

126 The quorum for any regular, annual general or special meeting, in-person or electronically, shall be 30 members.  
127 In absence of quorum, the meeting will be adjourned, and reconvened one week later unless otherwise determined  
128 by the chapter board. The new date and time will be communicated to members.  
129

130 **Section 7. Act of the Membership**

131 As long as a quorum is present, the affirmative vote of the majority of the members present and voting at any  
132 Chapter meeting shall constitute an act of the membership.  
133

134 **Section 8. Notification**

135 Members shall be notified 30 days in advance of the AGM. Members shall be notified at least 7 days in advance  
136 of any regular meetings or special meetings. Notification may be by postal mail, email, or telephone.  
137

138 **Article V. Chapter Officers**

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140 **Section 1. Chapter Officers**

141 The Officers of the Chapter shall be 15 in number, constituting:  
142 President, Vice President, Secretary, Treasurer, Immediate Past President, Membership Director, Certification  
143 Coordinators, Education Chair, Program Chair, Academic Relations, Webmaster/ Site Administrator,  
144 Communications, Government Relations and Advocacy Director, SheLeadsTech, , Marketing  
145

146 **Section 2. Term of Chapter Officers**

- 147 A. The Chapter Officers, except the Immediate Past President, shall be elected for a term of 2 year(s), or until  
148 their successors are elected and assume office, or until they resign or are removed from office. The term of  
149 office shall begin at the close of the AGM at which they are elected.  
150 B. No member shall hold more than 2 Chapter office(s) at a time, and no member shall be eligible to serve more  
151 than two consecutive terms in the same Chapter office.  
152

153 **Section 3. Duties of Chapter Officers**

154 The Chapter Officers shall perform the duties prescribed by these bylaws, and the parliamentary authority adopted  
155 by the Chapter.  
156

157 **1. President**

- 158 1. Executes the policies and decisions of the chapter board  
159     o Acts to ensure that chapter board policies are followed  
160     o Takes executive action in areas where specific policies have not been written or established  
161 2. Develops annual and long-range chapter goals and objectives for presentation to and approval by the  
162 chapter board  
163 3. Preside at meetings of the Chapter and the Chapter Board;  
164     o Works with the secretary to ensure that meetings are conducted in accordance with recognized  
165 parliamentary procedures  
166     o Works with the secretary to issue an agenda for each meeting  
167 4. Ensure all Chapter Board members have reviewed the Chapter Affiliation Agreement;  
168 5. Appoint all committee chairpersons and members, except for the Nominating Committee, with approval  
169 of the Chapter Board;  
170 6. Be an ex-officio member of all committees, except the Nominating Committee;  
171 7. Ensure the chapter is represented by a chapter leader at all ISACA chapter leadership events. Attendance  
172 of individual(s) should be approved by the chapter board.  
173 8. Serve as liaison and advisor in coordinating the activities of the local Chapter in support of the  
174 Association;  
175 9. Present an annual report to members at the AGM; such report to consist of reports from various Chapter  
176 officers and committees;  
177 10. Maintain communications with the Association and respond to Association inquiries;

- 178 11. Complete/submit the required annual Compliance documentation to the Association within 30 days after  
179 the Chapter's AGM;
- 180 12. Supervise budgetary matters and proper internal control of finances;
- 181 13. Execute agreements authorized by the Chapter Board of Directors;
- 182 14. Ensure Chapter trainers for ISACA certifications are accredited by ISACA; and
- 183 15. Perform other duties as pertain to the office of President, or which may be delegated by the Chapter  
184 Board.
- 185
- 186 **2. Vice President**
- 187 1. In the absence of the Chapter president, preside at meetings of the Chapter and the Chapter Board;
- 188 2. In the event the president is absent or unable, perform the duties of the President;
- 189 3. Assists the president in establishing committees
- 190     o Develops specific, written short-term plans
- 191     o Explores long-range plans with chapter members
- 192 4. Directs and coordinates the administrative activities of standing and select committees
- 193 5. Establishes and maintains relationships with other professional associations
- 194 6. In the event of a vacancy in the office of President, assume the office of President; and
- 195 7. Perform other duties as pertain to this office.
- 196
- 197 **3. Secretary**
- 198 1. Acts as parliamentarian for all board and chapter meetings
- 199 2. Calls the roll and records attendance at all board meetings, maintains chapter records, minutes from  
200 board meetings, and the chapter bylaws.
- 201 3. Keeps written minutes of all chapter board meetings and reads minutes of previous board meetings to  
202 membership, as necessary
- 203 4. Maintains all chapter records, except those specifically assigned to other officers or committees.  
204 Examples of these documents may include, but are not limited to:
- 205     o Meeting minutes
- 206     o Bylaws
- 207     o Insurance records
- 208     o Official chapter membership list
- 209 5. Maintains current-year working file for the chapter
- 210     o Creates files in accordance to chapter policy and procedure
- 211     o Collects appropriate materials from officers, directors and chairs
- 212     o Ensure files are accurate and complete
- 213 6. Presides over board and chapter meetings in the absence of the president and vice president
- 214 7. Issues meeting notices for all chapter board meetings and other meetings, as appropriate
- 215 8. Works with the chapter membership director/committee to maintain record of all officers, board  
216 members and general membership
- 217     o Ensures rosters are up to date
- 218     o Notifies ISACA International of newly elected or appointed officers, board members and/or  
219 committee chairs
- 220
- 221 **4. Treasurer**
- 222 1. Be custodian of Chapter funds;
- 223 2. Receive and disburse such funds of the Chapter as shall be required in the conduct of its affairs and the  
224 carrying on of its activities or as directed by the Chapter Board;
- 225 3. If received locally, remit dues to the Association as required;
- 226 4. Submit a written report at each regular Chapter and Board meeting;
- 227 5. Along with the President, authorize expenditures from, or transfers of funds from/to the Chapter's US  
228 Dollar account held at the Association;
- 229 6. Submit annual financial statements for presentation to the membership at the AGM;
- 230 7. Submit books and records for audit, if/when required;
- 231 8. File any and all required tax forms; and
- 232 9. Perform other duties as pertain to this office.
- 233
- 234 **5. Immediate Past President**
- 235 1. Provide advice and guidance to the President and Chapter Board, and
- 236 2. Perform other duties as pertain to this office.
- 237
- 238 **6. Chapter membership Director**

- 239 1. Perform as a local representative of ISACA.  
240 2. Assist the chapter board in chapter activities and efforts to ensure professional and personal growth for  
241 the membership, as well as chapter sustainability.  
242 3. The chapter membership director reports to the chapter president.  
243  
244 **7. Certification Coordinators**  
245 1. Provide information and promotion on ISACA’s certification programs for the members of the chapter  
246 and for others from the local area, who are interested in ISACA’s certifications.  
247 2. Must be knowledgeable about ISACA’s certifications, so he/she can answer questions or refer people to  
248 the proper source. Inquiries unable to be addressed at the chapter level should be submitted at  
249 <https://support.isaca.org>  
250  
251 **8. Education Chair**  
252 1. Develops, with help/guidance from the vice president, monthly topic lists and annual education budget  
253 for submission to the chapter board.  
254 2. Coordinates education committee activities with other officers and chairs.  
255 3. Arranges and recommends interesting, informative topics that will contribute to the personal and  
256 professional growth of the membership.  
257     o Draws on chapter members to present, participate on a panel discussion, and/or hold a  
258 workshop.  
259     o Identifies programs that are professionally demanding and aimed at the needs of beginner,  
260 intermediate and/or advanced professionals.  
261     o Identifies speakers or panel/workshop leaders for each meeting.  
262     o Locates speakers from other chapters and/or other organizations.  
263     o Builds a library of program topics, course materials and speakers.  
264     o Surveys members to determine topics of interest.  
265  
266 **9. Program Chair**  
267 1. Review annual chapter membership survey results to identify potential seminar and workshop topics.  
268 2. Maintains a library of topics.  
269 3. Plans and presents a minimum of four seminars or workshops per year on topics of interest to the  
270 members.  
271 4. Develops an event (e.g., seminar, workshop, or conference) budget. Presents budget to the chapter board.  
272 5. Coordinates seminars, workshops, and conferences with the education committee to ensure member  
273 needs are met.  
274     o Arranges an outline of each event for inclusion on the chapter website.  
275     o Works with certification director and the education committee to obtain approval for CPE  
276 credits.  
277     o Conducts the seminar/workshop.  
278  
279 **10. Academic Relations**  
280 1. Act as liaison to local colleges and universities.  
281 2. Creates relationships with university and college contacts.  
282     o Arranges meetings with appropriate professors, including those in accounting, computer  
283 science, business, information systems, management, etc.  
284     o Meets with accounting and/or information systems/technology student groups.  
285     o Shares with administrators and academic decision-maker curriculum resources that ISACA  
286 offers, including available training an course material.  
287     o Uses materials provided by ISACA Global for presentations to students and professors on  
288 ISACA, including all ISACA certifications, COBIT, career resources, etc.  
289  
290 **11. Webmaster/ Site Administrator**  
291 1. Add events and manage event registration. (Required for chapter compliance.)  
292 2. Edit the hosted website content (if your chapter is using an Engage hosted site) and any alternative  
293 chapter site the chapter has created.  
294 3. Organize the chapter library, including creating folders for documents available only to your chapter  
295 members.  
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- 300 12. **Communications**  
301 1. Notifies chapter members and other interested parties of chapter events.  
302 2. Responsible for all internal chapter communications, including, but not limited to, the publication of a  
303 monthly newsletter.  
304 3. Encourages member articles in association publications.  
305 4. Encourates local press coverage of chapter activities.  
306 5. Distributes copies of publicity placements (e.g., articles, news releases, blog posts) to members of the  
307 chapter and ISACA Global, as appropriate.  
308

- 309 13. **Government Relations and Advocacy Director**  
310 1. Set and implement at government relations strategy that is aligned to ISACA Global’s government  
311 relations strategy.  
312 2. Acts as liaison between ISACA Global Government Relations (Emily Bastedo) and the chapter.  
313 3. Assess and determine the areas of regulation and legislation which could have an impact on the chapter,  
314 ISACA credentials, and/or ISACA members.  
315 4. Identify and contact government officials to speak at chapter meetings, training programs, and  
316 conferences.  
317

- 318 14. **SheLeadsTech**  
319 1. Serves as the liaison between the SheLeadsTech program lead at One In Tech and the local chapter.  
320 2. Utilizes the **SheLeadsTech Chapter Toolkit** found in the Chapter Leader Portal.  
321 3. Creates strategy and plans for SheLeadsTech programming at the chapter level.  
322 4. Promotes SheLeadsTech events created by One In Tech and other chapters.  
323 5. Serves as the “face” of the SheleadsTech program at the chapter level, including presentations to the  
324 chapter board, at chapter events, and to outside organizations.  
325 6. Helps fill volunteer roles for SheLeadsTech events.  
326 7. Embraces the SheLeadsTech mission.  
327

- 328 15. **Marketing**  
329 1. Assesses third parties for eligibility of sponsorship by the chapter  
330 2. Serves as a liaison with third parties that request chapter sponsorship or advertising of their events to the  
331 chapter membership.  
332 3. Responsible for assisting with publicity for chapter events and, as deemed appropriate by the chapter  
333 board, for interacting with media contacts to obtain coverage of chapter events.  
334

335 ***Section 4. Chapter Officer Vacancies***

- 336 A. If the membership of a Chapter officer terminates for any reason, that individual’s position as Chapter officer  
337 shall automatically become vacant.  
338 B. If a vacancy occurs in the office of President, the vacancy shall be filled by the Vice President.  
339 C. If a vacancy occurs in any office, except that of Immediate Past President or President, the vacancy shall be  
340 filled by Chapter Board vote.  
341 D. If a vacancy occurs in the office of Immediate Past President, the position shall remain vacant until filled by  
342 routine succession. A previous past president would not fill this role.  
343

344 **Article VI. Nominations and Elections**

345 ***Section 1. Chapter Nominations***

- 346  
347  
348 A. Nominations shall be open and will be declared open by the president at the regular meeting in the month of  
349 **May**. Nominations will then be accepted from the floor from any member of the Chapter.  
350 B. Each candidate shall have consented to serve and shall have completed/signed a Willingness to Serve  
351 agreement and Conflict of Interest form.  
352

353 ***Section 2. Chapter Elections***

- 354 A. Chapter officers shall be elected by ballot.  
355 B. In the event there is only one candidate for any office, voting on that office may be by voice.

356 C. In the case of an emergency, such as a local, regional, national, or international disaster, pandemic, or state of  
357 emergency, the Chapter Board of Directors may determine that elections will be held electronically using a  
358 secure online voting tool and following the election rules as determined by local law and the Chapter Board  
359 of Directors. Elections shall be held electronically using a secure online voting tool (e.g., [www.eballot.com](http://www.eballot.com),  
360 [www.electionrunner.com](http://www.electionrunner.com), [www.votenet.com](http://www.votenet.com)) and following the election rules, as determined by local law  
361 and the Chapter Board of Directors.

362 A chapter can establish procedures regarding **election rules** in a separate document. If established, election  
363 rules should include:

- 364 1. Date, time, and method for return of ballot.
- 365 2. When and how results will be announced.
- 366 3. Information on the Tellers Committee, whose job it is to count the ballots and put the results in a report  
367 format.

368 The Tellers Committee should be established in the election rules, and usually is comprised of members  
369 appointed by the President or the Chapter Board.

370 In contested elections, it can be a good idea to have a representative/member chosen by each candidate on the  
371 Tellers Committee, as that can increase confidence in the results of the election.

372

## 373 **Article VII. Chapter Board**

374

### 375 ***Section 1. Composition of the Chapter Board***

376 The Chapter Board shall consist of the officers listed in Article V, Section 1.

377

### 378 ***Section 2. Duties***

379 The Chapter Board shall:

- 380 A. Supervise the affairs and conduct the business of the Chapter;
- 381 B. Make recommendations to the membership;
- 382 C. Hold Chapter Board meetings at least 4 meetings per year at a time and place determined by the Chapter  
383 Board. Special meetings of the Chapter Board may be called by the President and shall be called upon the  
384 written request of 10 members of the Board. Notice must be given to Chapter Board members at least 48  
385 hours before a Special Meeting of the Chapter Board and must include the purpose of the meeting;
- 386 D. Regular or special meetings of the Chapter Board may be held electronically, as long as all members can  
387 simultaneously hear each other and participate during the meeting. The decision to hold electronic Chapter  
388 Board Meetings shall be approved by the Chapter President or the Chapter Board. A conference meeting  
389 must be arranged at least 48 hours in advance of the call. Each member should seek recognition from the  
390 chair before beginning to speak, and each member should identify himself or herself prior to speaking.  
391 Motions will be voted on by voice vote. If the chair has a problem determining the vote, he or she may call  
392 for a roll call vote. The roll call vote is for determination of the outcome of the vote and shall not be recorded  
393 in the minutes. The minutes of the meeting shall be approved at the next in-person meeting.
- 394 E. Perform the duties prescribed in these bylaws and the parliamentary authority adopted by the Chapter, and in  
395 compliance with local law.

396

### 397 ***Section 3. Financial Authority***

398 The Chapter Board shall have the authority to:

- 399 A. Approve the annual budget.
- 400 B. Expend funds allotted in the approved budget.

401

### 402 ***Section 4. Fiscal Year & Annual Financial Statements***

- 403 A. The fiscal year of the Chapter shall run from January to December
- 404 B. The Chapter Board shall ensure that annual financial statements are prepared and verified or audited—as  
405 required by local law and/or these chapter bylaws—by an individual(s), who is NOT a member of this  
406 chapter. The verification or audit will be approved by the Chapter Board, presented to members at the AGM,  
407 and submitted annually to the Association as part of compliance reporting.

408

### 409 ***Section 5. Insurance***

410 The Chapter Board shall carry adequate insurance coverage at all times to insure the risk associated with the  
411 Chapter's activities. The Chapter shall hold the Association harmless from any lawsuits, damages, other expenses  
412 or liabilities, arising out of the activities of the Chapter.

413

### 414 ***Section 6. Quorum***

415 The quorum for any regular or special meeting of the Chapter Board shall be a majority of the voting members of  
416 the Chapter Board.



- 417  
418 **Section 7. Removal**  
419 A. Any Officer who fails to attend 4 Chapter Board meetings within a year within a 12-month period may be  
420 brought before the Chapter Board of Directors and may be removed from office by a majority vote of the  
421 Chapter Board.  
422 B. Any Officer may be removed, with or without cause, at any meeting of the Chapter Board of Directors, by a  
423 majority vote of the members of the Chapter Board. Any Officer being considered for removal from the  
424 Chapter Board of Directors shall have the right to be heard by the Chapter Board before an official vote is  
425 taken.

426  
427 **Article VIII. Chapter Committees**

428  
429 **Section 1. Program Committee** [Example; not a required committee.]  
430 There shall be a Program Committee with the objective of developing and implementing the Chapter training and  
431 development events for the year.

432  
433 **Section 2. Special Committees**  
434 Other committees may be created as necessary by the Chapter Board.

435  
436 **Section 3. Meetings**  
437 Chapter committee meetings may be held in-person or electronically, as long as all participants can  
438 simultaneously hear each other and participate during the meeting.

439  
440 **Article IX. Indemnification**

441  
442 Chapter shall indemnify, hold harmless, and defend ISACA and its parent, officers, directors, partners, members,  
443 shareholders, employees, agents, affiliates, successors and permitted assigns (“ISACA Indemnified Parties”)  
444 against any and all losses, damages, liabilities, deficiencies, claims, actions, lawsuits, judgments, settlements,  
445 interest, awards, penalties, fines, costs, or expenses of whatever kind, including reasonable attorneys' fees, fees,  
446 and the costs of enforcing any right to indemnification under the Chapter Affiliation Agreement and the cost of  
447 pursuing any insurance providers, incurred by the ISACA Indemnified Parties, arising out of or relating to any  
448 claim of a third party (“Claim”).

449  
450 **Article X. Dissolution**

451  
452 If dissolution of the Chapter becomes inevitable, these chapter bylaws must be rescinded by a two-thirds (2/3)  
453 vote of the Chapter membership present and voting at a Chapter Meeting after ten (10) days' notice has been  
454 provided via postal mail or email to each member. In the event of dissolution, the Chapter shall notify the Chief  
455 Executive Officer of the Association, in writing, indicating the reason(s) for dissolution and shall return the  
456 Chapter charter and any other Chapter or Association documents to ISACA Global/the Association. All net assets  
457 shall be distributed to “**The Chaipattana Foundation**” with the approval of the ISACA Board Chair and Chief  
458 Executive Officer.

459  
460 **Article XI. Parliamentary Authority** ( Local parliamentary authority in Thailand ?)

461  
462 The rules contained in the current edition of **Vadhana District Office** shall govern the Chapter in all cases to  
463 which they are applicable and in which they are not inconsistent with these bylaws and any special rules the  
464 Chapter may adopt.

465  
466 **Article XII. Amendment of Chapter Bylaws**

467  
468 In conjunction with the Chapter Bylaws Committee, the Chapter Board shall approve all suggested bylaw changes  
469 and forward them to the Association, in English, with changes indicated. The Association must give written  
470 approval to all bylaw changes prior to them being submitted for a vote by Chapter membership.

471  
472 Chapter bylaw amendments can be approved at *any* Chapter meeting by a two-thirds (2/3) vote of the Chapter  
473 Members present and voting, provided the amendment has been submitted in writing at the previous meeting, or  
474 has been mailed or emailed to the entire Chapter membership at least ten (10) days prior to the meeting at which it  
475 will be considered. The Chapter Board should advise the Chapter Relations team at the Association after the  
476 bylaw amendments have been approved by the membership and send a copy of the final, approved version of the  
477 bylaws. If the bylaws were approved in a language other than English, an English translation of the same should



478 be provided. If translation expenses are prohibitive, the Chapter can request the Association have the Chapter  
479 bylaws translated. Such request is subject to review and final approval by the Association.  
480 The Chapter Board shall conduct a periodic, ideally annual, comparison of the Chapter practices to the bylaws.  
481 The Chapter must ensure the chapter bylaws comply with the Association's bylaws and applicable local laws and  
482 requirements.

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