Guidelines for MySOT members

1) **Requirement to be registered as MySOT member.**
   An applicant who has successfully fulfilled ALL items below will be registered as MySOT member:
   
   i. Complete the membership application form and submit to the MySOT secretariat;
   
   ii. The MySOT committee members have evaluated the submitted membership application and approved the application;
   
   iii. The registration fee (RM20 for Ordinary and Associate members; RM10 for Student member) is paid to MySOT; and
   
   iv. The membership fee (Ordinary member: RM 50; Associate member: RM200; Student member: RM 15) is paid to MySOT.

2) **MySOT member ID**
   
   Registered MySOT member will be assigned and ID according to the type of membership:
   
   i. ‘M’ for Ordinary member;
   
   ii. ‘A’ for Associate member; and
   
   iii. ‘S’ for Student member

3) **MySOT membership retention**
   
   i. Membership retention fee should be made before 31st December of each year.
   
   ii. If no payment is received before 31st December of the year which retention is due, the member’s name shall be removed from the register. A new application must be made if the member desired to be a registered member.

4) **Mode of payment**
   
   i. By Cash
      To be paid to the MySOT treasurer ([jahangir@usm.my](mailto:jahangir@usm.my)) or vice treasurer ([leonglmn@gmail.com](mailto:leonglmn@gmail.com))
   
   ii. Internet Banking/Kiosk
      To be paid to the MySOT account:
      Bank:CIMB
      Account Name: PERSATUAN TOKSIKOLOGI MALAYSIA
      Account Number: 80-0051915-1

      Once the transaction is successful, please inform us via email ([jahangir@usm.my](mailto:jahangir@usm.my) and [leonglmn@gmail.com](mailto:leonglmn@gmail.com)) (attach with the pay slip) OR fax the pay slip to +603 2687 8137

      *(Note: please indicate your name, MySOT member ID, contact number in the email/fax)*
iii. By Cheque
The cheque should be made payable to the MySOT account (details as above) and then post the cheque to:

MySOT Secretariat
Program Kesihatan Persekitaran dan Keselamatan Industri,
Fakulti Sains Kesihatan,
Universiti Kebangsaan Malaysia (UKM)
Jalan Raja Muda Abdul Aziz,
50300 Kuala Lumpur
Tel: +603 2687 8125 / 017-2968561
Fax: +603 2687 8137
(u.p. Dr. Chan Kok Meng)

(Note: please write your name, MySOT member ID, contact number behind the cheque)