

**UNIVERSITI MALAYA (IMPLEMENTATION OF COMMUNITY SERVICE  
PUNISHMENT) REGULATIONS 2024**

**RULE 58, UNIVERSITI MALAYA (STUDENTS DISCIPLINE) RULES 2024**

IN exercising the powers conferred under Section 4(1)(t) of the Universiti Malaya Constitution and with the powers conferred under Rule 58, Universiti Malaya (Student Discipline) Rules 2024, the Board of Directors of the University makes the following Regulations:

**Name and commencement of force**

1. (1) These Regulations may be named as the Universiti Malaya (Implementation of Community Service Punishment) Regulations 2024.

(2) These Regulations shall be deemed to come into force on the date approved by the Board of Directors of the University.

**Purposes**

2. The purpose of these Regulations is to—

(a) become the rules for Universiti Malaya to administer disciplinary punishment in the form of community service to students who are convicted of disciplinary offences and found guilty by the Students Disciplinary Committee, whether for general disciplinary or academic discipline and punished under Rule 58(1)(b) which is the Community Service Punishment; and

(b) as one of the alternative punishments in the form of education and teaching that can be decided by the Universiti Malaya Students Disciplinary Committee.

## **Interpretation**

3. In these Regulations, unless the context requires another meaning—

"Students Disciplinary Committee" means a committee established by the Universiti Malaya Board of Directors pursuant to Section 16B of the Universities and University Colleges Act 1971;

"community service" means community service carried out by a punished student as a punishment in the form of education and teaching to the punished student;

"punished student" means a student who is found guilty and sentenced by the Universiti Malaya Students Disciplinary Committee.

## **Application**

4. These Rules are applicable to—

(a) The Chairman and members of the Students Disciplinary Committee in considering the case against students who are convicted of disciplinary offences and have the power to decide on punishment in accordance with Rule 58, Universiti Malaya (Students Discipline) Rules 2024; and

(b) All students who have been convicted of general or academic disciplinary offences in accordance with the Universiti Malaya (Students Discipline) Rules 2024 and found guilty by the Universiti Malaya Student Disciplinary Committee.

## **Consideration**

5. Factors and considerations that can be taken into account by the Student Disciplinary Committee in determining the period of Community Service Punishment

that must be served by students who are found guilty of disciplinary offences committed by them:

- (a) Facts of the case;
- (b) Types of offence;
- (c) Student background;
- (d) Student mitigation; and
- (e) Any other factors that are deemed appropriate and appropriate by the Student Disciplinary Committee to consider.

### **Place of Implementation**

6. The place of community service can be at any of the following premises:

- (a) Hostel;
- (b) Faculty, School, Academy or Institute;
- (c) Mosque;
- (d) Library;
- (e) Laboratory;
- (f) Sports Centre;
- (g) Any other part of the Campus; or
- (h) Any other place outside the Campus.

### **Forms of Punishment**

7. The form of Community Service punishment can consist of any one or more of the following options:

- (a) Packing and cleaning;
- (b) Arranging books;
- (c) Data entry;
- (d) Sending letters;
- (e) Update the notices of the Campus, Dormitory, Faculty, School, Academy or Institute;

- (f) Duty at the counter;
- (g) Mentoring other students;
- (h) Assisting lecturers / Deans of Faculties, Schools, Academies or Institutes;
- (i) Engage in volunteer programmes organised by the University either on or off the Campus; and/or
- (j) Other community service activities deemed appropriate by the University Authority.

### **Implementation of Punishment**

8. Based on Rule 58, Universiti Malaya (Students Discipline) Rules 2024, the Student Disciplinary Committee may–

- (a) decide that any student who is punished shall be sentenced to community service only; or
- (b) combine with any of the forms of punishment listed in Rule 58, Universiti Malaya (Students Discipline) Rules 2024.

### **Start Date and Duration of Sentence Hours**

9. (1) The Student Disciplinary Committee shall decide on the duration of community service punishment whether:

- (a) 8 hours; or
- (b) 12 hours; or
- (c) 18 hours; or
- (d) 24 hours.

(2) The period of community service can be carried out continuously or intermittently until the punishment hours are completed, as decided by the Student Disciplinary Committee.

(3) The commencement date of community service punishment shall commence according to the date set by the Student Disciplinary Committee.

(4) All community service sentences served by the punished student shall be completed within one (1) semester of study of the punished student.

### **Default**

10. (1) If a student is found to be in breach of any community service penalty order decided by the Student Disciplinary Committee, whether in full or partial default, then the student shall be fined in accordance to Rule 58(4) of the Universiti Malaya (Students Discipline) Rules 2024.

(2) If a student fails to pay the fine under paragraph 10(1), the student shall be immediately suspended from being a student of the University and shall not be allowed to be in or enter the Campus and the suspension shall continue until the default is corrected.

### **Governance and supervision**

11. The execution of community service punishment by the punished students shall be managed and supervised by the University Student Affairs Office in cooperation with the Dean of the Faculty or the Head of the School, Centre, Academy or Institute of the punished student.

### **Logbook**

12. A diary of community service sentences undertaken by punished students shall be prepared and supervised by the University Student Affairs Office and shall contain the following minimum details:

- (a) The name of the student who was punished, the type of offence, the type of overall disciplinary punishment decided by the Student Disciplinary Committee;
- (b) The form of community service punishment that needs to be carried out and the overall duration of the community service sentence;
- (c) The duration of the daily hours of the sentence to be carried out;

- (d) Details of the supervisor;
- (e) Signature of the punished student;
- (f) The supervisor's signature; And
- (g) Other information that is important to be lodged and recorded.

### **Report**

13. A community service punishment report undertaken by a punished student shall be prepared by the appointed supervisor and the report shall be kept by the University Student Affairs Office as the student's disciplinary secretariat for verification.

### **Effective date**

14. The Universiti Malaya (Implementation of Community Service Punishment) Regulations 2024 shall come into force as on the date on which the Universiti Malaya (Students Discipline) Rules 2024 come into force.

### **Amendment**

15. The Board of Directors of the University may make any amendments, repeals or cancellations of any provisions contained in these Regulations from time to time.

Made [date made]

TAN SRI ZARINAH ANWAR

*Chairman*

*Board*

*Universiti Malaya*