# Australian Contaminated Land Consultants Association (Queensland Branch)

**ABN 46 397 860 514**

# ASSOCIATE MEMBERSHIP APPLICATION FORM

ACLCA Associate membership is open to those individuals who are involved in the contaminated land industry who are not directly, currently consulting. The associate membership allows these people access to the network of ACLCA.

Associate Membership has been determined as a potential option for individuals associated with contaminated land and former consultants to:

* + be connected with contaminated land consultants;
  + keep up to date with changes in the contaminated land industry;
  + attend ACLCA training and other functions to improve the general industry knowledge base; and
  + allow for ACLCA Associate Members to keep up to date with the needs of the industries that the Members operate in.

Associate Membership also allows for an increase in the pool of ACLCA Members and Associated Members, which:

* + creates opportunities for an increased number of functions and training events at a discounted rate to be offered to Core and Associate Members alike; and
  + allows the transfer of knowledge between ACLCA and other specialists within the broader contaminated land industry.

## Associate Membership Model: Open to individuals that have a contaminated land background and still operate within the contaminated land industry (but are not actively consulting on contaminated land matters).

The Associate Member is ineligible for voting rights and nomination to the Executive Committee.

Associate Membership of ACLCA in Queensland is only open to individuals willing to accept and abide by our **Code of Practice and Ethical Standards Policy.**

# Eligibility

ACLCA Queensland Branch Associate Membership is open to individuals that can demonstrate that they

* have a contaminated land background/understanding; and
* undertake operations within the business they work for that includes land contamination assessment and/or management.

**Q.1 i)** Do you have a background in / understanding of contaminated land management?

 Yes No

**ii)** Does the business you work for involve land contamination issues?

 Yes No

If you answered **Yes** to both questions, please proceed to Q2.

If you answered **No** to either question, unfortunately you are not eligible for Associate Membership to ACLCA Qld.

**Q.2** Does the company you work for undertake consulting in land contamination management i.e. is contaminated land consulting a core part of your company’s business with greater than 0.5 Full Time Equivalent (FTEs) working in this area?

Yes No

If you answered **Yes** to this question, unfortunately you are not eligible for Associate Membership to ACLCA, however your business may be eligible for Full Membership (please contact the ACLCA Executive Officer)

If you answered **No** to this question, please proceed to Section 2.

# Acceptance of ACLCA Code of Practice and Ethical Standards Policy

Associate Membership of ACLCA in Queensland is only open to individuals willing to accept and abide by our Code of Practice and Ethical Standards Policy.

**Q.3** Are you willing to accept ACLCA’s Code of Practice with this application?

Yes No

If you answered **Yes** to this question proceed to Section 3.

If you answered **No**, unfortunately you are not eligible for membership to ACLCA.

# Applicant Details

Applicants must complete the following details for ACLCA’s Associate Membership register:

|  |  |
| --- | --- |
| Name and title of Applicant: |  |
| Contact Address: |  |
| Phone & Fax number: |  |
| Email Address: |  |
| Name of the Company you work for– *(if applicable):* |  |
| ABN Number: |  |

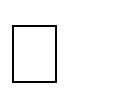
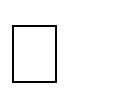
# Membership Selection Criteria

Documentation (as listed below) is required to be provided with your application to support the following selection criteria:

* Evidence of current or former work within the contaminated land industry

Your Associate Membership application will be assessed on the merit of the documentation you provide with this application.

**Q.4** Can you demonstrate your current or former involvement in the contaminated land industry and/or appropriate qualifications in contaminated land assessment or management?

Yes  No

# To support this application, the applicant is required to provide the following documents:

* Q1 Signed statement demonstrating your familiarity with basic concepts, policy and legislation and issue relating to contaminated land.
* Q2 Signed statement with your application that your company’s core business is NOT contaminated land consulting and that it has less than 0.5 FTEs working in this area.
* Q3 Signed copy (by the applicant) of ACLCA Code of Practice and Ethical Standards Policy.
* Q4 Curriculum vitae (including copies of qualification documents and experience in contamination issues).
* Q4 Position description of applicant.
* Q4 Industry memberships / affiliations (if any).

# Annual Fees and Dues

The annual individual membership fee for Associate Membership of the ACLCA Queensland Branch is $150 (inclusive of GST)

If your application is approved, you will be asked to make payment of joining fees and annual membership dues by cheque or EFT.

# Overview of the Application Review Process

Thank you for your interest in ACLCA.

Assessment of applications is undertaken broadly as follows:

The ACLCA (Qld Branch) Membership and Ethics Sub-committee (M&E Sub- committee) considers the Associate Membership application in the first instance.

A system is applied in considering the application with respect to associate membership criteria:

1. Conformance with Code of Practice;
2. Professional Qualifications (including evidence of contaminated land knowledge and experience); and
3. Confirmation that the applicant is not actively consulting on contaminated land matters.

If the M&E Sub-committee identifies any issue with the application, or considers that further information is required, the applicant will be informed in writing, which may include a request to provide further information / examples and possibly a meeting with the M&E

Sub-committee. The applicant will be invited by the M&E sub-committee to provide a timeline for addressing any application issues.

The application, including outcomes from addressing any application issues, are then provided by the M&E Sub-committee to the ACLCA Executive Committee, together with the M&E Sub-committee’s recommendations. The Committee then votes on whether the application meets associate membership requirements.

If the application is successful, the Committee requests the applicant to provide full payment of annual membership dues and confirms membership upon receipt of full payment.

If the application is not successful, the Committee provides the applicant with a list of non-conformance items and invites the applicant to resubmit the application. If that application is also unsuccessful, no further application can be submitted by the applicant until the next membership year.

The Committee will inform you of it’s decision as soon as possible. If you have any queries, please contact:

## ACLCA QLD Executive Officer:

Jennifer Ingham

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## qld@aclca.org.au