

November 2015



International Federation of Inspection Agencies

Council regulation 5



Associated Members: Membership Criteria, Commitment, Obligations and Application Process

Regulation 5 made by the Council Pursuant to Article 74 of the Articles of Association of 12 October 2001

(As amended with effect from 13 November 2015)

1 Definitions

The definitions contained in Article 1 of the Articles of Association form part of this Regulation.

2 Associated Membership Category Description

An Associated Member admitted to membership under this Regulation shall be a corporation or firm or other legal entity (but not an individual) engaged in its own right and/or through subsidiary companies, associated companies or related firms in carrying on the business of the Profession and having an annual turnover in excess of the equivalent of €100 Million Euros, which is subject to ownership by any national government, government agency or government controlled entity.

3 Associated Membership Criteria

Associated Members shall meet the criteria for membership in the following clauses of IFIA Council Regulation 1: Part Two, Clauses 2.1, 2.2, 2.3, 2.6, 2.11, 2.13.

4 Commitment by Associated Member

4.1 Associated Members shall commit to work towards achieving full membership of IFIA within three years. Before they can apply for full membership they must:

- 4.1.1 adopt transparent and auditable Compliance Programmes in accordance with Clause 2.12 of IFIA Council Regulation 1;
- 4.1.2 demonstrate to the satisfaction of IFIA that they have adequate financial resources;
- 4.1.3 demonstrate to the satisfaction of IFIA how they will meet damages etc for liabilities incurred from professional negligence;
- 4.1.4 demonstrate to the satisfaction of IFIA how their ownership by government does not prevent their impartiality, independence and freedom from conflicts of interest in accordance with the applicable requirements of clauses 2.7, 2.8 and 2.9 of IFIA Council Regulation 1 in carrying out the business of the Profession;
- 4.1.5 demonstrate to the satisfaction of IFIA how they manage quality within their organisation.

If the Associated Member has not met these requirements within a period of three years, its membership status shall be reviewed by IFIA with a view to termination unless a realistic plan for it to achieve full conformity to an agreed timetable is agreed between IFIA and the Associated Member.

- 4.2 Associated Members shall agree to assist IFIA in reviewing any barriers to a free and open market for the provision of testing/inspection/certification services in the territory of their government, and to use their best endeavours to assist IFIA to hold a dialogue with the relevant authorities in their country to review how any such barriers may be lifted, and to what timetable. Associated Members will not be eligible for full membership while such barriers that cannot be justified to the satisfaction of both the government in question and IFIA persist.

5 Obligations of Associated Member

- 5.1 Associated Members at the highest level shall meet with the IFIA Council on an annual basis to review progress on the topics listed in section 4 above.
- 5.2 Associated Members shall at all times provide testing/inspection/certification services to the extent practicable in accordance with the principles for the Profession promulgated by IFIA.
- 5.3 Associated Members will not have the automatic right to membership of IFIA committees, but through their annual meeting with the IFIA Council they should share a review of IFIA committee activities and the activities relating to testing/inspection/certification of their own governments with a view to identifying areas where direct dialogue between the Associated Member and IFIA would be of benefit to the Profession.
- 5.4 Associated Members shall have the right to attend General Meetings of the Federation, but shall have no vote.
- 5.5 Associated Members may describe themselves as Associated Members of the International Federation of Inspection Agencies (IFIA), but may not lay claim to full membership or use the IFIA logo.
- 5.6 Associated Members shall pay such annual Associated Membership fee to IFIA as may from time to time be decided by the IFIA Council.

6 New Associated Member Applicants

In applying for membership in accordance with paragraph 8 below a new Associated Member applicant will need to demonstrate compliance with all of the relevant Requirements in Part 2 of IFIA Council Regulation 1 (see paragraph 3 above).

7 Existing Associated Members

All Associated Members shall confirm their ongoing compliance with the relevant requirements in Part 2 of IFIA Council Regulation 1 (see paragraph 3 above) on an annual basis by means of a signed declaration, supported by such documentary evidence of compliance as the Director General may reasonably request.

8 Applications for Associated Membership

- 8.1 An applicant for new associated membership shall deliver to the Secretary a completed application form containing complete information relevant to associated membership and regarding all the relevant criteria. When returning the application form the applicant will be asked to pay a non returnable fee to cover the reasonable costs incurred by IFIA in processing the application.
- 8.2 The Secretary will acknowledge receipt of the application form. The Director General will review the application. Further documents or information may be called for. A meeting between the applicant and Director General may be arranged.
- 8.3 When the Director General is satisfied that all relevant information has been received, the Director General will, if the applicant so requests, submit the application to the IFIA Council for decision. The Director General will notify the applicant promptly of the IFIA Council's decision once that decision has been made.
- 8.4 Upon admission to associated membership the Associated Member will be required to sign an undertaking to observe and comply with the terms of this Regulation and all other applicable IFIA statutes, rules and regulations.

9 Complaints Procedure

In the event that complaints arise in respect of the IFIA associated membership application process such complaints will be considered by reference to the IFIA Complaints and Disciplinary Procedures from time to time approved by the IFIA Council.

10 Powers of Council

The IFIA Council may make, revoke or vary from time to time regulations and procedures as to the criteria for the admission, qualification, rights, obligations, subscriptions and suspension or termination of Associated Members of the Federation.

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