

# MEMBERSHIP ADMISSION POLICY



Registration no.  
2001/010708/08

## 1 INTRODUCTION

This policy clarifies SAAMA's position on admitting new members to the association.

## 2 PURPOSE

The purpose of this document is to clearly articulate SAAMA's policy regarding Membership Admission and to provide guidelines to stakeholders in the Asset Management profession regarding the implementation of the policy. Note that this policy document is seen as a clarification of the SAAMA Constitution and that the SAAMA Constitution will always supersede this policy document should any ambiguity between these documents exist.

## 3 MEMBERSHIP CATEGORIES

The number of members of the association shall be unlimited and shall consist of the following membership categories:

- i) Founder Members; who subscribe to the constitution and who shall elect the initial Council, initial president and vice president/s, but who in all other respects shall enjoy the same rights and privileges as the other members.
- ii) Full Members: who shall be those members who have applied for membership and paid the subscription fee as determined by the Council
- iii) Council Members: who shall be those members who have applied for membership and paid the subscription fee as determined by the Council and have been elected as members of the Council (refer Article 7 of the Constitution). The Council may consist of a maximum of 10 elected members.
- iv) Group Members: who shall be those organisations which apply for membership as part of a merit award and / or incentive scheme for employees and who shall pay the subscription fee as determined by the Council. Note the individuals that form part of this group will be registered in their personal capacity and will remain a member for the full duration of the annual membership, regardless of his/her employment status with the sponsoring organisation (company). A company or organisation does not register as a member.
- v) Co-opted members: who shall be those Association members co-opted to the Council by existing Council members, having specific experience required for specific projects and / or initiatives.

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2001/010708/08

- vi) Honorary Members: who shall be those members nominated by a council member and accepted by the Council within the stipulations of the Regulations Governing Honorary Membership of SAAMA NPC

## 4 MEMBERSHIP REQUIREMENTS

Membership will be open to any person or corporate sponsored member who has an interest in uplifting or recognising the role of maintenance and asset management and or is interested in the contribution that maintenance and asset management makes towards business success in industry. There is no assessment done of any new applicant and thus the above is seen as a guideline to the prospective applicant and not as criteria based on which someone can be rejected. The only criteria set for new membership is whether the applicant has paid the required membership fee.

A service provider, who shall be any organisation that provides a service or product in the maintenance industry (for purposes of benefits as stipulated in the Registered Service Provider Regulation), may apply for registration with SAAMA and on approval shall pay an annual subscription fee as determined by the Council. This service provider will not become a member of SAAMA as per the membership categories; instead it will be recognised as a sponsor and will receive certain benefits as defined per sponsorship package in the Sponsorship Policy.

## 5 ADMISSION PROCEDURE

### 5.1 RESPONSIBILITY FOR ADMITTING MEMBERS

The SAAMA office (administrative function) has the duty of administrating new membership applications. There are no set criteria for membership that first needs to be evaluated, the only requirement is that the annual membership fee must be paid.

The SAAMA Council will not get involved in the process of membership admission and will only step in once there is an appeal (see paragraph 7).

### 5.2 GUIDELINES ON HOW MEMBERSHIP ADMISSION TAKES PLACE

Individuals who want to become a member of SAAMA must register via the official SAAMA website or by contacting the SAAMA office. A registration form must be completed and the stipulated membership fee paid.

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## 6 ENTRANCE FEES AND SUBSCRIPTIONS

No entrance fees are payable. Membership for each paying member shall be for a period of one year from the date of payment of the annual subscription. The applicable rate will be published and updated from time to time as per Council approval.

## 7 APPEAL PROCEDURE

Should any new member application or current member wishing to renew his/her membership be rejected for whatever reason (payment not done on time, or outcome of disciplinary for existing members), such applicant can request to put his/her case to the council who will then at the next council meeting take a vote on the appropriate steps to be taken.