

## Section 3.0 Form – Individual Membership Application

### Section 1: Eligibility

An individual is deemed eligible to join the Asbestos and Hazardous-Materials Consultants Association (AHCA) by demonstrating the following:

- Is currently working as a Hazardous Materials Management professional.
- Is deemed a competent person or has attained an Asbestos Assessor Licence as prescribed by SafeWork NSW or other states/territories recognised by SafeWork NSW.
- Has adequate training, experience, knowledge and references.

Eligibility is subject to the Committee's final consideration and decision.

### Section 2: Code of Conduct Acceptance

Membership of AHCA is only open to individuals willing to accept and abide by our Code of Conduct.

Please download the AHCA Code of Conduct [www.ahca.org.au](http://www.ahca.org.au) and attach a signed copy (signed by individual) with this application.

### Section 3: Personal Details

<b>Title:</b>	<b>Family / Surname:</b>	<b>Date of Birth (DD/MM/YYYY):</b>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Given names:</b>	<b>Daytime contact number:</b>	<b>Mobile number:</b>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Other names:</b>	<b>Email address:</b>		
<input type="text"/>	<input type="text"/>		
<b>STREET ADDRESS (MUST NOT BE A PO BOX)</b>	<b>POSTAL ADDRESS:</b>	<b>Same as Street Address:</b>	
<b>Unit number / Street number / Property number:</b> (include Lot or DP numbers if applicable)	<b>Unit number / Street number / Property number:</b> (Lot or DP/PO BOX/GPO BOX/Private Bag/Locked Bag if applicable)		
<input type="text"/>	<input type="text"/>		
<b>Street name:</b>	<b>Street name:</b>		
<input type="text"/>	<input type="text"/>		
<b>Suburb:</b>	<b>Suburb:</b>		
<input type="text"/>	<input type="text"/>		
<b>State:</b>	<b>Postcode:</b>	<b>State:</b>	<b>Postcode:</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



**Section 4: Application Information / Selection Criteria**

**Specialisation –Sector (Consultancy, Government, Industry, or Other):**

**Specialisation – Area of Expertise (Asbestos and Hazardous Building Materials, Contaminated Land Management, Occupational Hygiene, Biological Hazards, Laboratory Services, Hazardous Chemicals, Research and Development, Training etc.) Maximum of two specialisations:**

**Current Employment**

**Company name:**

**Years in this role:**



**Department:**

**Current Position Title/Role:**



**Percentage of time spent on Hazardous Materials Management in current role:**

**Previous Positions**

**Previous role 1**

**Previous Employer 1**

**Years in role 1**

**Percentage in role 1**





**Previous role 2**

**Previous Employer 2**

**Years in role 2**

**Percentage in role 2**





**Previous role 3**

**Previous Employer 3**

**Years in role 3**

**Percentage in role 3**





**Required Evidence:**

(Your membership application will be assessed on the merit of the documentation provided)

**Documentation:**

(Examples of documentation)

**Attachment:**

(Please organise your file attachment names as follows  
YYYYMMDD-Attachment 1-NAME:)

Qualifications

*Tertiary, Degree, Masters etc.*

Licences

*LAA, non-friable ticket, etc.*

References (minimum of 2) inc contact details

*Professional body, industry business, client*

Other association memberships

*BOHS, AIOH etc.*

Other relevant information

*NATA accreditation,*



**Section 5: Declaration**

I,  declare that:

- The information in this application is true and correct to the best of my knowledge;
- I consent to the AHCA making enquiries regarding any matter relevant to this application;
- I consent to the AHCA making enquiries and validating qualifications issued with educational providers and regulatory bodies; and
- I consent to the AHCA contacting references to verify evidence of experience.

**Have you been subject of any disciplinary action by SafeWork NSW / NSW EPA or other regulatory authorities? If so, please provide details below:**

**Applicants Signature:**

**Position:**

**Date:**

**Note:** It is an offence to make a false or misleading statement in applications under Section 307A of the Crimes Act 1900. Referees may be contacted to verify the information provided within this application.



**Section 6: AHCA Review Process**

The assessment of applications is undertaken broadly as follows:

The AHCA Membership Sub-committee considers the membership application in the first instance. A system of scoring is applied in considering the application with respect to membership criteria:

- a) Conformance with Code of Conduct.
- b) Ethical Standards.
- c) Professional Competency/Qualifications.
- d) Licensing.
- e) Management of Asbestos & Hazardous Materials Projects through References.

If the Membership 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 Membership Sub-committee. The applicant will be invited to provide a timeline for addressing any application issues.

The application, including outcomes from addressing any application issues, are then provided by the Membership Sub-committee to the AHCA Executive Committee, together with the Membership Sub-committee's recommendations. The Executive Committee then votes on whether the application meets membership requirements.

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

We will inform you of the Membership decision as soon as possible, however, please be advised that this process may take at times several months to complete, as the Membership Sub-committee meets to review applications every 2-3 months. Please don't hesitate to contact **John Batty, AHCA Secretary** on the details below if you have any queries.

**John Batty**

**AHCA Secretary**

mobile: +61 404 562 200

email: [membership@ahca.org.au](mailto:membership@ahca.org.au)



**Section 7: Annual Fees**

Payment can be made either through direct deposit or via Master Card or Visa transaction.

The fee must be paid on lodgement of the application form.

Refer to the following fee schedule:

Packages:	Joining Fee:	2019-2020 Annual Fees:	Total Payable:	Tick for Package:
Package 1: Provisional Member	\$50	\$100	\$150	
Package 2: Full Member	\$50	\$150	\$200	

Please charge \$  to Master Card  Visa  Credit card payments, incur a 2% transaction fee.

Card number:

Card expiry date (MM/YYYY):

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Cardholders name (please print name as display on credit card):

<input type="text"/>
----------------------

Cardholder signature:

Date (DD/MM/YYYY):

<input type="text"/>	<input type="text"/>
----------------------	----------------------

**EFT Deposit:**

**Bank: ANZ Bank**

**Account Name: Asbestos & Hazardous Materials Consultants Association**

**BSB: 012 593**

**Account Number: 316 098 374**

**Please ensure you include individuals name in the reference field**

