

Membership Application 2011/12



e W A S A

e-Waste Association
of South Africa

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The information given in this form will be kept strictly confidential. Membership applications are considered by the eWASA Executive Council and notification of approval will be communicated to the applicant within 14 (fourteen) working days from date of receiving this application. The eWASA Management Committee reserves the right to request one letter of reference from a supplier and/or one letter of recommendation from an existing eWASA Member.

| | | | | |
|-----------------------|---------------------------|---------------|--|--------------|
| For Office Use | Date Application Received | | | |
| | Recommendation from EXCO | Approved | | Not Approved |
| | Conditions of Membership | No Conditions | | Probationary |
| | Membership Fees Received | | | |
| | Date Member Notified | | | |
| | Date Certificate Issued | | | |

I/We (Company Name)

| |
|--|
| |
|--|

I hereby apply for membership of the e-Waste Association of South Africa (eWASA). In submitting our application, we undertake to adhere to the provisions of the eWASA Code of Ethics in all respects. We further acknowledge that a member intending to resign membership to the eWASA will notify the Secretary of the eWASA of his intention to do so 6 (six) months prior to the end of the financial year of the eWASA, and in failing to do so shall be liable for the payment of full annual subscription fees for the ensuing financial year.

Company Contact Details

| | | |
|--------------------------------|--|------------------------|
| Company Registration Nr | | Postal Address: |
| Vat Registration Nr | | |
| Telephone Number | | |
| Fax Number | | Street Address: |
| Website | | |
| E-mail | | |

Core Business Activity

(Select main activity from Column A and niche market from Column B)

| COLUMN A | | COLUMN B | |
|-----------------------------------|--|-------------------------------|--|
| Vendor | | Hardware | |
| Distributor | | Software & Software Solutions | |
| Manufacturer | | Consumables | |
| Reseller | | Networking & Peripherals | |
| Communications | | Total Solutions | |
| Copying, Duplicating, Printing | | Hardware Training | |
| E-Commerce | | Software Training | |
| Education & Training | | Other Training | |
| General Office Equipment | | Internet Service Provider | |
| Internet Services | | Web Design | |
| Mail Room & Forms Handling | | e-Waste | |
| Recruitment | | Waste 2 Art | |
| Special Equipment & Systems | | Other recyclables | |
| Collection Point | | Other (please specify): | |
| Dismantler | | | |
| Refurbisher | | | |
| Recycler | | | |
| Materials Recovery Facility (MRF) | | | |
| Other (please specify): | | | |

****Please attach your company profile to this application.**

Accreditations and other Criteria

| | |
|---|--|
| Number of Years in Business | |
| Annual Turnover | |
| Number of Employees (include subsidiaries) | |
| Name Other Professional Bodies Affiliated With | |
| List Membership to other Professional Associations | |
| List All Relevant Accreditations | |
| Indicate Focus of Social Responsibility Programmes | |

| Company Representatives | | |
|-------------------------|-----------------------|--|
| CEO/MD | Title, Name & Surname | |
| | Telephone | |
| | Fax | |
| | Mobile Phone | |
| | E-mail | |
| FINANCIAL DIRECTOR | Title, Name & Surname | |
| | Telephone | |
| | Fax | |
| | Mobile Phone | |
| | E-mail | |
| HR MANAGER/DIRECTOR | Title, Name & Surname | |
| | Telephone | |
| | Fax | |
| | Mobile Phone | |
| | E-mail | |

****Please ensure that you select one representative to distribute EWASA information to internal staff.**

| National Branches/Subsidiaries |
|--------------------------------|
|--------------------------------|

It is important to note that subsidiaries may only be recognised as members of the eWASA if they are listed as such within this membership application and if the membership fees have been calculated accordingly. Therefore, if the application is for the holding company, please indicate whether membership should include subsidiaries or not.

| | |
|-----|----|
| YES | NO |
|-----|----|

| NAME OF HOLDING COMPANY: | | | |
|--------------------------|--------------|--------------|--------------|
| | SUBSIDIARY A | SUBSIDIARY B | SUBSIDIARY C |
| Name | | | |
| Branch Manager | | | |
| Postal Address | | | |
| Telephone Number | | | |
| Fax Number | | | |
| E-mail | | | |

****Attach separate list if required.**

eWASA Portfolio Groups

| | | |
|--|--|--|
| Yes, our company would like to join: | Portfolio Group 1: Business and Financing | Portfolio Group 2: Policy and Legislation |
| Contact Details of Portfolio Group Representative | | |
| Name & Surname | | |
| Position in Company | | |
| Phone | | |
| Fax | | |
| Cell Phone | | |
| E-mail | | |

| | | |
|--|-------------------------------------|---|
| Yes, our company would like to join: | Portfolio Group 3: Recycling | Portfolio Group 4: Marketing, Awareness Creation and Education |
| Contact Details of Portfolio Group Representative | | |
| Name & Surname | | |
| Position in Company | | |
| Phone | | |
| Fax | | |
| Cell Phone | | |
| E-mail | | |

eWASA Membership Subscription Fees

eWASA Membership Fees are re-calculated annually by the Management Committee, and presented to the Executive Council for recommendation before being ratified at the eWASA Annual General Meeting. All fees are payable on submission of this Membership Application Form (For electronic transfers please attach proof of payment to this application). Take note that the Entrance Fee is used to process your application and is non-refundable even if your application is not approved.

| FEE STRUCTURE | FEE AMOUNT | COMMENTS |
|--|----------------|------------------------|
| Entrance Fee | R500-00 | Not refundable |
| Annual Subscription (see table below) | R2 000-00 | Compulsory |
| Fee per Employee | R20-00 x _____ | Capped @ 651 employees |
| VAT @ 14% | | |
| | | |
| TOTAL DUE | R | |
| TOTAL PAYABLE | R | |

| Application period | Subscription payable | Application period | Subscription payable |
|--------------------|----------------------|----------------------|----------------------|
| March - May | 100% | September - November | 50% |
| June - August | 75% | December - February | 25% |

Membership fees are levied pro rata in line with eWASA's financial year.

eWASA BANKING DETAILS

*BANK: Absa Bank; Branch Code: 631 005; Account No: 4072630603;
Account Type: Cheque*

Signed on Behalf of the Applicant

DATE

eWASA Code of Ethics

The eWaste Association of SA has as a prime objective the promotion of consistent standards of professionalism and service in the e-waste industry. Specifically, all members of the Association are committed to act in a professional manner in their relationships with their customers, their employees, fellow members and the public. Members of eWASA warrant that they will:

Customers

- At all times conduct business professionally and ethically and fulfill all agreements in good faith.
- Accurately represent their experience and capabilities and those of their employees or agents.
- Accept responsibility for assisting customers to effective information technology solutions.
- Offer for sale only goods or services for which they have the trading rights or ability to supply.
- Express clear and precise information in advertisements and statements issued to the media and, in agreements, avoid terms, which may be misleading or misunderstood.
- Disclose to prospective customers any particular interest, which they may have in goods or services, which they recommend.
- Treat as confidential all information learned about the business of a customer and to provide proper security for confidential information, records, documents and programmes.
- Comply with all applicable laws, copyrights, legislation and regulations in South Africa.

Employees

- Provide good and safe working conditions, scope for job satisfaction and equal opportunities.
- Provide the opportunity for all employees to improve their skills and technical competence.
- Impress upon and remind employees of the confidential nature of the customers' material and information.
- Insist upon professional behaviour and a high standard of service to customers.
- Ensure that employees are acquainted with this code.

Fellow Members

- Recognise that disparagement of other members of the industry is unbusinesslike and damaging to the reputation of the entire industry.
- Refrain from recruiting employees for the purpose of obtaining trade secrets or contracts.

**** The Code of Ethics must be signed by the CEO of the company ****

_____ (Company Name) hereby confirm that we undertake to abide by the eWASA Code of Ethics in all respects should we be accepted as members of the eWaste Association of South Africa.

SIGNATURE

TITLE

DATE