

CHARTER BY-LAW: MEMBERSHIP

Global Network for Resource Efficient and Cleaner Production (RECPnet)

1. INTRODUCTION

This By-Law is endorsed as part of the Charter of RECPnet at its effective date and provides the specific eligibility criteria and the corresponding rights for the three categories of Membership provided for in the Charter of RECPnet, respectively:

- a) Regular Members: Not-for-profit organizations or initiatives, based in a developing or transition economy¹, with a proven track record in RECP service provision in its home country and possibly other developing and/or transition economy (ies);
- b) Associate Members: Any organization with a proven track record in RECP service provision in developing and/or transition economy (ies) that is unable to become a Regular Member; and
- c) Observer Members: Not-for-profit organizations or initiatives based in a developing or transition economy with an emerging track record in RECP service provision in its home country and possibly other developing and/or transition economy (ies).

2. REGULAR MEMBERS

2.1. Eligibility

Regular Members:

- a) Have their headquarters in a country with a developing or transition economy;
- b) Have, and have had, for a sustained period of time of at least three consecutive years, as a core activity the provision of information, training, advocacy, assessment, advisory and/or other services to businesses, governments, public and private sector institutions and associations, academia and/or civil society in their home country and possibly other developing and/or transition economy (ies) on RECP concepts, methods, policies, practices and/or technologies;

¹ For the purposes of RECPnet, all non-member countries of the OECD are considered as countries with developing or transition economy (ies).

- c) Have accepted the Charter of RECPnet and have pledged to comply with the relevant Code of Conduct of RECPnet;
- d) Have evidence of RECP advocacy (e.g. contributions to policy processes, knowledge sharing, awareness raising, etc.), at least in their home country;
- e) Have received recognition as leading providers of RECP services by relevant representatives of government and business sectors, at least in their home country;
- f) Have appropriate institutional legitimacy and full control over the financial and other resources entrusted to them;
- g) Have been established as a not-for-profit entity;
- h) Report to, and assume accountability towards, a supervisory body with participation of the relevant government and business sectors; and
- i) Have agreed to pay the membership fees of RECPnet on a regular and timely basis.

2.2. Rights

Regular Members:

- a) Have full voting rights in the Members' Assembly;
- b) Have the right to stand for office as Regional Executive and President;
- c) Have full access to best practice information on RECP concepts, methods, policies, practices and technologies as available to and through RECPnet and its membership;
- d) Are eligible for funding from RECPnet for participation in its training, networking and other activities and events;
- e) Have the right to deliver services to the Members of RECPnet under agreement with any organization providing Secretariat support to RECPnet, against a results-based fee that reasonably covers the costs to the Member to deliver the services, subject to the service delivery being deemed of satisfactory quality by the respective Secretariat organization; and
- f) Have access to the programme of RECPnet for the development and recognition of technical and institutional excellence and leadership.

2.3. Obligations

Regular Members:

- a) Are to appoint one of their officers as the official representative for the Member in matters associated with RECPnet, including representation and voting in meetings of their respective Regional Chapter and RECPnet Members' Assembly;
- b) Are to report annually on their activities and achievements, relevant to the aims and objectives of RECPnet using a format proposed by the Secretariat, including activities in their home country and specific contributions made to RECPnet;
- c) Are to assign one of their officers as liaison officer for knowledge management, communication and advocacy, and to ensure that this liaison officer, in consultation with the Secretariat, (1) maintains an up to date Member profile; (2) provides annually a minimum of three business experiences on RECP application in their home country, following an agreed format; and (3) provides publications, activity announcements and event summaries from the Member for circulation through appropriate channels of RECPnet; and
- d) Are expected to ensure that their nominated representatives contribute actively to the thematic and/or other working groups established by RECPnet, in particular those within the recognized Regional Chapter in which the respective Member is located, to ensure the results, experiences and insights from the Member are captured and disseminated among the membership of RECPnet.

3. ASSOCIATE MEMBERS

3.1. Eligibility

Associate Members:

- a) Have, and have had, for a sustained period of time of at least three consecutive years, as a core activity the provision of information, training, advocacy, assessment, advisory and/or other services to businesses, governments, public and private sector institutions and associations, academia and/or civil society in developing and/or transition economy (ies) on RECP concepts, methods, policies, practices and/or technologies;
- b) Have accepted the Charter of RECPnet and have pledged to comply with the relevant Code of Conduct of RECPnet;

- c) Have evidence of RECP advocacy (e.g. contributions to policy processes, knowledge sharing, awareness raising, etc.);
- d) Have received recognition as leading providers of RECP services by relevant representatives of government and business sectors, including where possible also from developing and transition countries;
- e) Have financial and managerial autonomy and have a separate legal identity; and
- f) Have agreed to pay the membership fees on a regular and timely basis.

3.2. Rights

Associate Members:

- a) Have full voting rights in the Members' Assembly;
- b) Do not have the right to stand for office as Regional Executive or President ;
- c) Have full access to best practice information on RECP concepts, methods, policies, practices and technologies as available to and through RECPnet and its Membership;
- d) Have the opportunity to participate in training, networking and other activities and events of RECPnet but will have to pay the full fee and bear their own costs; and
- e) Have the right to deliver services to the Members of RECPnet, under agreement with any organization providing Secretariat support to RECPnet, against a results-based fee that is competitive in the market, subject to the service-delivery being deemed of satisfactory quality by the respective Secretariat organization.

3.3. Obligations

Associate Members:

- a) Are to appoint one of their officers as the official representative for the Member in matters associated with RECPnet, including representation and voting in meetings of the Members' Assembly;
- b) Are invited to report annually on their activities and specific contributions to RECPnet;

- c) Are to assign one of their officers as liaison officer for knowledge management, communication and advocacy, and to ensure that this liaison officer, in consultation with the Secretariat, maintains an up to date Member profile; and
- d) Are encouraged to contribute actively to knowledge sharing, peer learning and capacity building within RECPnet, and in case of the Associate Member being based in OECD Member State, the Associate Member is entitled to offset up to two thirds of its assessed membership fee by in kind contributions, provided such contributions are agreed to in advance by the Executive Committee.

4. OBSERVER MEMBERS

4.1. Eligibility

Observer Members:

- a) Have their headquarters in a country with a developing or transition economy;
- b) Have agreed to develop as a core activity the provision of information, training, advocacy, assessment, advisory and/or other services to businesses, governments, public and private sector institutions and associations, academia and/or civil society in their home country on RECP concepts, methods, policies, practices and/or technologies;
- c) Have accepted the Charter of RECPnet and have pledged to comply with the relevant Codes of Conduct of RECPnet; and
- d) Have committed to becoming properly qualified for membership as Regular Member of RECPnet within three years of becoming an Observer Member of RECPnet.

4.2. Rights

Observer Members:

- a) Do not have any voting rights in the Members' Assembly;
- b) Do not have the right to stand for office as Regional Executive or President;
- c) Have access to the public part of best practice information on RECP concepts, methods, policies, practices and technologies as available to and through RECPnet and its Membership;

- d) Are eligible for participation in training, networking and other activities and events of RECPnet on the basis of a concessional fee; and
- e) Do not have the right to deliver any services to the Members of RECPnet through any organization providing Secretariat support to RECPnet.

4.3. Obligations

Observer Members:

- a) Are to appoint one of their officers as the official representative for the Member in matters associated with RECPnet, including representation in meetings of Regional Chapter and Members Assembly;
- b) Are to report annually on their activities and achievements, relevant to the aims and objectives of RECPnet using agreed format, including activities in their home country and specific contributions made to RECPnet;
- c) Are to assign one of their officers as liaison officer for knowledge management, communication and advocacy, and to ensure that this liaison officer, in consultation with the Secretariat, (1) maintains an up to date Member profile; and (2) provides publications, activity announcements and event summaries from the Member for circulation through appropriate channels of RECPnet; and
- d) Are invited to contribute actively to the thematic and/or other working groups established by RECPnet, in particular those within the recognized Regional Chapter in which the respective Member is located, to ensure it applies the results, experiences and insights from other Members of RECPnet in the development and implementation of its own activities

5. MEMBERSHIP APPLICATION AND TERMINATION

- 5.1. The Executive Committee is responsible for preparing and monitoring the membership application procedure. The Executive Committee presents the new members to the Members' Assembly when it meets.
- 5.2. Any institution wanting to become a member of RECPnet can complete the application form, including endorsement of the Charter and Code of Conduct of RECPnet, accompanied by a reference file with documentation supporting compliance with the eligibility criteria.
- 5.3. The Executive Committee reviews and verifies the membership application and decides upon the kind of membership to be granted to the respective applicants.

- 5.4. Membership is granted in writing by the Executive Committee to the Member for a limited duration of three years.
- 5.5. Regular and Associate Members have to reapply for membership six months before the expiry of their current membership. Observer membership of RECPnet cannot be renewed, but can be converted into Regular or Associate membership, subject to the Observer Member meeting the eligibility criteria for the respective membership category.
- 5.6. Membership of RECPnet ends at the conclusion of the membership period granted to the Member, or at any other time upon written submission of a notice of membership termination by the Member.
- 5.7. In case of substantiated mal-practice of a Member, the Executive Committee can suspend at any time, with a 30-day notice, the membership of the respective Member, and, subject to the approval of the Members' Assembly, terminate the membership of the respective Member thereafter.

6. MEMBERSHIP FEES

- 6.1. The annual fees for all fee-paying Members (both Regular and Associate Members) start from the first full calendar year of their membership:
USD 1,000 per year for members from non-OECD member states
USD 3,000 per year for members from OECD member states
- 6.2. The Members ensure that the fees are paid to the account provided by the Executive Committee within 60 days of receiving a request for payment.
- 6.3. The Executive Committee is empowered to make alternative arrangements for fulfillment of the membership fees on an individual basis for Regular Members based in a Least Developed Country (LDC).
- 6.4. The Executive Committee is empowered to accept up to two thirds of the membership fee of Associate Members through previously agreed in kind contributions of the respective member towards specific priority activities in the current work plan of RECPnet.
- 6.5. Failure of payment by end of any calendar year will result in suspension of the membership in the following year, until fulfillment of all overdue membership fees. Delay in payment and/or non-payment of fees will lead to the suspension of the membership of RECPnet.