



NPC Reg.No. 2015/287405/08

**MEMBERSHIP APPLICATION FORM**  
**Strictly Private and Confidential**

We, the undersigned do hereby make application for membership of the Thermal Insulation Products and Systems Association SA, in the following category:-

**1. TIPSASA MEMBERSHIP**

(Tick the appropriate Category)

<b>Membership Category</b>	<b>Description of Category</b>				
Bronze	Associate Member	<input type="checkbox"/>	Consultant	<input type="checkbox"/>	<input type="checkbox"/>
Silver	Consultant	<input type="checkbox"/>	Contractor	<input type="checkbox"/>	<input type="checkbox"/>
Gold	Contractor	<input type="checkbox"/>	Distributor	<input type="checkbox"/>	Manufacturer <input type="checkbox"/>
Platinum	Contractor	<input type="checkbox"/>	Distributor	<input type="checkbox"/>	Manufacturer <input type="checkbox"/>

**2. DETAILS OF APPLICANT**

2.1 Trade Name:.....

2.2 Products manufactured/distributed or services offered .....

.....

2.3 Physical Address .....

.....

2.4 Postal Address:.....

..... Postal Code: .....

2.5 Telephone: .....

2.6 Facsimile: ..... Cell:.....

2.7 E-mail:.....

2.8 Name of representative to whom correspondence should be directed:

.....

E-mail address:.....

Website address: .....

**3. DETAILS OF PERSON RESPONSIBLE FOR ACCOUNTS PAYABLE**

Name:..... Tel:.....

E-mail address:.....

**4. BANKING DETAILS**

4.1 Bank: .....

4.2 Branch: .....

4.3 Bank Code: ..... Account No: .....

**5 TRADE REFERENCES**

5.1.....

Contact Person..... Contact No.....

5.2 .....

Contact Person..... Contact No.....

5.3.....

Contact Person..... Contact No.....

**6. GENERAL INFORMATION**

6.1 Name, I.D. Number and Telephone Number of Directors

..... I.D.No:..... Tel No.....

..... I.D.No:..... Tel No.....

..... I.D.No:..... Tel No.....

6.2 Number of employees:

Monthly paid:.....

Weekly paid:.....

**6.3 COMPANY REGISTRATION DETAILS:**

6.3.1 Company Registration Number.....Please supply copy.

6.3.2 Tax Registration Number:..... Please supply copy.

6.3.3 VAT Registration Number:.....Please supply copy.

6.3.4 Workmen's Compensation Number: .....

6.3.5 BBBEE Status:.....Please supply copy.

6.3.6 Public Liability Insurance Cover:

Insurance Company: .....

Amount of Cover:.....



**7. JUDICIAL MANAGEMENT OF LIQUIDATION**

Have any of the Directors/Members/Partners been involved in any company which has been placed under Judicial Management or Liquidation? **Yes/No.**

If yes, please supply full information under separate cover.

**8. MEMBERSHIP CRITERIA**

To become a TIPSASA member the requirements are as follows:

**8.1 Compliance with Standards**

- Products shall be tested in accordance with the relevant SABS Standards applicable to products of members and/or proposed new members and copies of these reports shall be submitted to the secretariat.
- Products need to comply with the requirements as per the relevant SABS Standard.
- The validity of the test report/ certificate must not exceed five years from the date of issue.

**8.2 Compliance with the Code of Ethics and Professional Conduct**

- TIPSASA members shall abide by the TIPSASA Code of Ethics & Professional Conduct.

**8.3 Financial Compliance**

- Compliance with financial obligation towards the Association

We agree when admitted as a Member to uphold and abide by the Memorandum of Incorporation (MOI) (available upon request), TIPSASA Constitution, TIPSASA Membership Criteria, TIPSASA Code of Ethics & Professional Conduct and any decisions of the Association from time to time in force and further undertake to acquaint ourselves with all existing provisions.

We hereby declare that the information provided in this application is true and correct to the best of our knowledge and belief.

Applicant:.....Date:.....

Signed:.....Designation: .....

Print name: .....



## CODE OF ETHICS & PROFESSIONAL CONDUCT

The mission of TIPSASA is to promote and maintain the common interests of the members of the Association, and to improve the social, economic and environmental sustainability of Southern Africa by the promotion of energy conservation through the greater use, better understanding and application of thermal insulation and to enforce guidelines and rules which govern the Association.

TIPSASA members focus on the development of products and services for the building and construction industry with specific attention being paid to energy efficiency.

The members of TIPSASA, the Thermal Insulation Products and Systems Association SA, agreed to the TIPSASA Code of Ethics & Professional Conduct for TIPSASA Members.

The Code of Ethics & Professional Conduct essentially consists of a set of moral guidelines, towards conductance of appropriate behaviour. Such behaviour conforms to professional standards of conduct. As an affiliate of the Southern African Energy Efficiency Confederation (SAEEC), TIPSASA Members shall also comply with the SAEEC By-Laws.

TIPSASA members will not engage in any activities that would undermine the integrity of the Association and will conduct their business fairly, impartially and ethically.

This Code of Ethics & Professional Conduct is intended to preserve and advance the image of TIPSASA and its members as being honest, transparent and motivated by performance excellence by;

- a) compliance with the South African National Building Regulations
- b) providing a platform and forum and becoming the National body in all matters pertaining to thermal insulation with Government, NGO's and Professionals
- c) dissemination of information to Consumers and Professionals
- d) promoting socially responsible behaviour through the Code of Ethics & Professional Conduct.

Members in compliance with the South African National Building Regulations and Standards and adhering to the Code of Ethics & Professional Conduct, will enjoy the benefit of the protection from erroneous or false claim of others. Membership of TIPSASA will provide recognition that products and services meet the requirements of quality, performance and safety standards as set by the SABS.

Members pledge to:

- comply with membership criteria
- undertake their professional responsibilities with integrity.
- agree not to comply with any instructions requiring dishonest action or the disregards of established norms of safety or levels of risk in the design, manufacture and marketing of their goods.
- endeavour to minimise any adverse environmental impacts of their technologies and manage resources in a sustainable manner.
- advertising and services should be legal, decent, honest and truthful, and be prepared with a sense of responsibility to the consumer.

## DECLARATION OF COMPLIANCE

I/We .....acknowledge receipt of the **CODE OF ETHICS & PROFESSIONAL CONDUCT** and **PLEDGE** to comply with it.

SIGNED: ..... DATE: .....

PRINT NAME:..... DESIGNATION:.....