



## Application for Supplier Membership Class V - Information (rev 1.1)

Dear Applicant,

Thank you for your interest in joining the Earthing and Lightning Protection Association of South Africa (ELPA). Class V membership category is described in Article IV, section 2 of the ELPA constitution.

*“All companies who supply lightning protection system components, lightning protection products used in the manufacture of lightning protection system components (e.g. wire, rod, fasteners, part castings, etc.) and supplies allied to lightning rod systems (e.g. arrestors, continuity testers, ground testers, warning systems, etc.) and do not fit the class I, II or III categories, would be classified as suppliers”.*

As a Supplier member (Class V) you will receive the following benefits:

- Website exposure to lightning protection systems installer and designer companies, lightning protection systems Clients including but not limited to engineers, architects, property developers, the insurance industry and industry investors;
- Participate in regional awareness and outreach programs;
- Participate in materials standards and compliance working groups, task force and committees;
- Access to all matters addressing the lightning protection industry as available to ELPA;
- Networking opportunities with international specialists, experts and professionals in the lightning protection industry;
- First choice opportunity to register as exhibitors at any ELPA arranged events or meetings; and
- First referrals on any supplier related enquiries from ELPA members in the Class I to IV categories.

It is very important to understand that as a supplier you will not have representation on the Board of Directors.

As an ELPA member your commitment to the ELPA Code of Ethics would be central to your relationship with ELPA.

Central to those principles, as a supplier you undertake to supply only merchandise that is compliant to the Standards as stipulated in South African regulations as amended from time-to-time. Where materials are not compliant according to South African standards, you are obligated to bring those to the attention of ELPA for due consideration. ELPA will in all cases consider said submissions for a fair outcome whilst not compromising the aims and objectives of the Association as stipulated in the ELPA Constitution.

The application documentation is attached and needs to be completed and submitted to the ELPA office together with the annual membership fee of R8,000. Initiation fee for Class V is R0.00 as per the Constitution. This may be amended from time to time on decision by the Board of Directors.

Currently the Class V category is unique in its application – the case study institute from which ELPA have launched the business model with the 5 business categories, have very few members in this category. The consequences and impact of the Association actions on manufacturers in the industry is considered to be so significant that poor decisions by the Association as regards materials and compliance could severely impact production and sales.

Suppliers of external and internal lightning protection components are also largely the manufacturers or are direct and sole suppliers of one or other manufacturer.

Thus, the Association will take advice from suppliers in this context. However, it must be understood that the business model only works with equal representation. A voice is heard because the voice has relevance. The intended outcome of the financial model to align with the business model is impact in the industry which is normally directly related to the financial risk carried by each ELPA member company. It stands to reason then why most manufacturers in the established industry of the USA would register as Class I members rather than Class V.

Upon receiving your membership registration application, we will distribute your application to the ELPA Board of Directors for voting on your membership.

Once approved, we will advise you of your new membership with a certificate and information on lightning protection and ELPA.

### **BANKING DETAILS:**

Name:	Earthing and Lightning Protection Association NPC
Bank:	Standard Bank
Account No:	310029635
Branch Code:	009006
Branch:	Mall of Africa
Type:	Bizlaunch “Cheque”



# Application for Supplier Membership Class V -Part A

## 1. COMPANY DETAILS

a. Full name of Applicant Company (Hereafter referred to as "The Company") .....

b. Name under which business is conducted (if different "Trading As") .....

c. VAT Registration number (N/A if not registered): .....

### **Company Address – Primary place of business:**

d. Postal Address: .....

e. Street Address: .....

f. Website address: .....

### **Company Contact Correspondence Details:**

g. Email address: ..... h. Phone numbers: .....

## 2. PERSON AT THE COMPANY TO CONTACT FOR FURTHER INFORMATION REGARDING THIS APPLICATION:

a. Name and Surname: .....

b. Title (Owner/Director/CEO/etc.): .....

c. Phone Office: ..... Mobile: .....

d. Email address: .....

## 3. PERSON AT THE COMPANY AUTHORISED TO RECEIVE ALL ELPA CORRESPONDENCE AND RESPONSIBLE FOR CIRCULATING WITHIN THE COMPANY (If same as above item 2 please only state name and surname)

a. Name and Surname: ..... b. Title: .....

c. Phone Office: ..... Mobile: .....

d. Email address: .....





## Application for Supplier Membership Part C - Code of Ethics

### PRINCIPLES FUNDAMENTAL TO THE ASSOCIATION

1. I will emphasise the protection and safety of people;
2. I will emphasise the protection of property and assets;
3. I will strive to strengthen the competence of the Association;
4. I will strive to strengthen the prestige of the Association;
5. I will conduct business honourably, responsibly and ethically in a manner to enhance the honour and the reputation of the Association and its members.

### RESPONSIBILITY TO CLIENTS

1. I will act in all professional matters as a faithful agent to the Client;
2. I will not disclose information concerning the business affairs or technical processes of any present or former Client;
3. I will inform each Client regarding any business connections, interests or affiliations which might influence my judgement or impair the equitable character of my services;
4. I will respect and protect the Client's property.

### RELATIONSHIP WITH PEERS

1. I will endeavour to aid the professional development and advancement of the industry pertaining to earthing and lightning protection;
2. I will not compete unfairly with other professionals;
3. I will extend my friendship and confidence to all Association members without bias toward race, gender or religion;
4. I will extend my friendship and confidence to all with whom I enter a business relationship;
5. I will endeavour to insure the integrity of the Association's certification programs.

*I hereby state that I have read the above Code of Ethics of the Earthing and Lightning Protection Association, and I agree to abide by said Code of Ethics while a member of the Earthing and Lightning Protection Association.*

Company Name ..... Date .....

Print Name ..... Signature .....



## Application for Supplier Membership Part D - Company Profile

Information exactly as you wish it to appear on any ELPA system information.

### 1. GENERAL CONTACT INFORMATION – ALL INFORMATION ON ELPA RECORDS:

Your Name and Surname: .....

Company Name: .....

Office Phone number: ..... Email address: .....

Postal Address: .....

### 2. BILLING ADDRESS

Company Name: .....

Accounts Department (Eg. Accounts): ..... ("n/a" if none)

Accounts Email Address: .....

Accounts Postal Address (if postal required): .....

### 3. CONTACT INFORMATION TO BE SHOWN ON THE ELPA WEBSITE:

*The following information will appear at [www.elpasa.org.za](http://www.elpasa.org.za)*

Company Name: .....

Main Contact Person: .....

Street or Postal Address: .....

Phone Number: ..... Toll Free: .....

Main Contact Email: ..... Company Website: .....

*As representative of the company, I hereby attest that the contact information provided above is accurate to the best of my knowledge. If any of this information changes or is listed incorrectly on the ELPA website, I understand it is my responsibility to contact the ELPA office to have records updated.*

Print Name ..... Signature ..... Date .....