



AUSTRALIAN INSTITUTE OF GEOSCIENTISTS

Supporting Geoscientists

Application for Membership

The Australian Institute of Geoscientists (AIG) is a non-profit professional association which represents geoscientists in fields ranging from regional geology, geophysics and geochemistry, information geoscience, metalliferous, coal and petroleum exploration, development and production, industrial minerals, environmental geoscience, hydrogeology, geotechnical engineering/geology and other specialist geoscience areas. Members are employed in all sectors of industry, research, education and government throughout Australia and overseas.

The AIG aims to advance the skills, status and public perception of geoscientists and geoscience in the community. The broad base of the AIG encourages transfer of technical expertise and awareness of both professional development and employment opportunities both within and outside traditional, resource-based geoscientific activities.

**Australian Institute of Geoscientists
P.O. Box 8463
PERTH BUSINESS CENTRE WA 6849**

e-mail aig@aig.org.au
web site www.aig.org.au

GENERAL INFORMATION

The objectives for which the AIG is established are to:

- Promote interaction between geoscientists
- Promote community respect for geoscience and geoscientists
- Promote professional development of geoscientists
- Represent geoscientists

BENEFITS OF AIG MEMBERSHIP

Benefits of AIG Membership include:

- Membership of a dynamic Institute focussed exclusively on the professional interests of members.
- Eligibility to sign mineral resource statements and reports issued for public information under the JORC Code (with appropriate relevant experience required of the Competent Person).
- Optional registration as a Registered Professional Geoscientist (RPGeo), provides a verifiable, personal commitment to ongoing professional development.
- Discounted registration fees for AIG seminars and conferences.
- Exclusive access to professional mentoring services.
- AIG News, distributed to all members four times a year.
- Full access to AIG's on-line information services, providing up to date news and information of interest to professional geoscientists across Australia (visit AIG's web site at www.aig.org.au)
- AIG Journal – AIG's technical journal, published on-line and providing members with a forum for the rapid publication of papers and short technical notes dealing with any aspect of applied geoscientific practice and research in a peer reviewed publication

AIG Members contribute to:

- Representation of geoscientists at a national and state level in professional matters within industry, the broader scientific community and government.
- Monitor, maintain and strive to continuously improve the professional standards and ethics of geoscientists.
- Support for geoscience education.
- Promotion of the role and standing of geoscientists within the community.

INFORMATION FOR APPLICANTS

Membership

Members of the Institute may be (a) Fellows, (b) Members, (c) Graduates, (d) Associates, (e) Students or (f) Retired Members, being persons who have been transferred or elected to these respective grades. An additional voluntary grade of Registered Professional Geoscientist is available.

To be eligible for election as, or transfer to a **Fellow (FAIG)**, an applicant must be a geoscientist with not less than fifteen years experience in their Field(s) of Practice **who has in the opinion of the Council, achieved prominence in such field**. A supporting statement must accompany this form and applicants are advised to refer to guidelines, which can be found at www.aig.org.au in preparing this statement.

To be eligible for election as a **Member (MAIG)**, an applicant shall be a geoscientist having not less than five years experience in their Field(s) of Practice, such experience having been of a responsible nature and involving the exercise of independent judgment during at

least three of those years. An applicant having worked towards completion of a post graduate qualification recognised by the Council may count up to two years of post-graduate training towards the requirement of five years of experience necessary to be eligible for membership as a Member. A Member shall also possess a degree, diploma, certificate of qualification or some other qualification recognised by the Council demonstrating competence in their Field(s) of Practice. Members and Fellows (with the appropriate relevant experience required of the “Competent Person”) are entitled to sign resource statements and reports issued for public information under the JORC Code.

To be eligible for election as a **Graduate**, an applicant must possess a degree, diploma, certificate of qualification or some other qualification recognised by the Council demonstrating competence in their Field(s) of Practice.

To be eligible for election as an **Associate**, an applicant should be a person or organisation (e.g. a non commercial organisation such as a school) who does not hold formal qualifications in geoscience but displays appropriate interest in the objectives of the Institute. A statement supporting the applicant’s interest should accompany this application.

To be eligible for election as a **Student**, an applicant will not as yet have achieved the educational qualifications to apply for membership as a Graduate and will be enrolled in undergraduate or honours degree studies majoring in a geoscience field at a recognised Tertiary Institution. A member of staff of the Tertiary Institute must verify this in Section 6 of this form.

To be eligible for transfer to **Retired**, an applicant will have been a Member or Fellow continuously for at least ten years and have retired from active employment.

Documentation required to accompany this application

Academic Qualifications

Copies of degree(s) certificate(s) or certified statements from institutions of academic qualifications **MUST** accompany this form. Qualifications must be in a geoscience related field except in the case of Associates. Where geology or geoscience is not specified in the award, an academic transcript detailing subjects studied should also be provided.

Proposers and Seconders

This application **MUST** be endorsed by proposers and seconders who are AIG members. If you do not know any AIG members to act as proposers, persons of equivalent standing in your industry sector may be considered. Please contact the Membership Committee or your State Branch for assistance.

Relevant Employment and Experience

Applicants for admission as a Fellow, Member, Graduate or Associate, or for transfer of membership from Graduate to Member or Member to Fellow **MUST** submit a Curriculum Vitae documenting their employment history, publications and education details. **Each entry in Section 4 of this form must be verified by your proposer and seconder.**

Payment

Payment **MUST** accompany this application.

Registration

Existing Members and Fellows may apply for election as a **Registered Professional Geoscientist (RPGeo)**. A registration kit will be sent to applicants upon request. Applications for RPGeo will be processed by the Registration Board of the AIG. A once only application fee of \$90 (\$99 incl GST) and annual membership fees of \$100 (\$110 incl GST) apply for RPGeo Members. To receive an RPGeo application kit, please tick the box (Application Checklist) on page 6.

APPLICATION FOR MEMBERSHIP OF THE AUSTRALIAN INSTITUTE OF GEOSCIENTISTS

Section 1. Personal Details

PLEASE PRINT USING BLOCK CAPITALS

Surname:		Date of Birth:	
Given Name(s):			
Preferred Name:		Title:	
Residential Address:			
Address for Correspondence:			
	Business	Home	
Telephone:			
Facsimile:			
Mobile Phone:			
E-mail Address:			

Do you wish to be notified of AIG meetings, seminars and other events by e-mail?

YES / NO

Do you wish to receive AIG newsletters by e-mail?

YES / NO

Section 2. Application Details

Please tick the appropriate item

New Applicants (Note: fees to accompany application)	Tick	Subscription	GST*	Total
I wish to apply for membership as a Student		FREE		FREE
I wish to apply for admission as a Graduate		\$50.00	\$5.00	\$55.00
I wish to apply for admission as an Associate		\$70.00	\$7.00	\$77.00
I wish to apply for admission as a Member		\$90.00	\$9.00	\$99.00
I wish to apply for membership as a Fellow		\$90.00	\$9.00	\$99.00
Transfers (Note: fees to be paid on invoice)		Subscription	GST*	Total
I wish to apply for transfer of membership from Graduate to Member		\$90.00	\$9.00	\$99.00
I wish to apply for transfer of membership from Member to Fellow		\$90.00	\$9.00	\$99.00
I wish to apply for transfer of membership to Retired		\$35.00	\$3.50	\$38.50

* Note GST not applicable to overseas applicants.

Membership concessions (such as for citizens/residents of developing countries) can be considered on a case-by-case basis at the discretion of the Council. Please contact the Membership Committee for more information.

Section 3. Academic Qualifications

To be completed by applicants for/transfer to Graduate, Member or Fellow.

Qualification Awarded	Tertiary Institution	Year Conferred	Major Geoscience Subjects*

* e.g. geochemistry, hard-rock geology, mining geology, coal geology, sedimentology, petroleum, geophysics, hydrogeology, environmental geoscience

Section 4. Summary of Relevant Employment and Experience

To be completed by applicants for/transfer to Graduate, Associate, Member or Fellow and MUST be verified by Proposer.

From mm/yyyy	To mm/yyyy	Employer	Position Held	Proposer's Initials

Section 5. Proposer's Declaration

To be completed by proposers and seconders on behalf of applicants for/transfer to Graduate, Associate, Member or Fellow.

INFORMATION FOR PROPOSERS

1. Proposers should initial each entry in Section 4 above (Proposer's Initials) of which they have personal knowledge.
2. If a proposer cannot vouch for part of the experience in Section 4, then the applicant must nominate a responsible person who can provide verification.
3. The maintenance of AIG standards depends to a great extent on the degree of responsibility exercised by proposers. They must not rely on hearsay; when initialing an item in Section 4, they must know this information to be true.

We the undersigned AIG members certify that we have personal knowledge of the applicant and their professional career and consider the applicant fulfils the conditions for admission as a Graduate / Associate / Member / Fellow, or transfer of membership from Graduate to Member / Member to Fellow (cross out where not applicable).

	Name (Block Letters)	Signature	Date	M'Ship Number (office use)
Proposer:				
Secunder:				

Section 6. Confirmation of Student Status

To be completed by a Staff member of Geoscience Department (University of enrolment) on behalf of applicants for Student Membership.

Icertify that the applicant is currently undertaking part time or full time undergraduate/honours studies majoring in a geoscience field at the following tertiary institution.

Position:				Signature:	
Institution				Date:	
Institution:	Ordinary		Honours	Expected Date of Completion	

Section 7. Applicant’s Declaration

To be completed by all applicants

Icertify that the information provided is true and complete and agree to be bound by the Australian Institute of Geoscientists Code of Ethics (copy attached).

Signature:		Date:	
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Section 8. Membership subscription

Please find enclosed my CHEQUE for \$_____ payable to Australian Institute of Geoscientists, or

Please Charge \$_____ to my CREDIT CARD Bankcard Mastercard Visa

Card No: _____ Expiry Date: ____/____ (mm/yy)

Name on Card: _____ Signature: _____

SUBMISSION OF APPLICATION

Completed forms should be forwarded to AIG’s business office – PO Box 8463 Perth WA 6849. Receipt of applications for membership will be confirmed by mail or e-mail. Successful applicants will be notified of acceptance of their application in writing. If you have any queries about how to fill in this form, please telephone 08 9427 0820, or email aig@aig.org.au

Further information regarding AIG may be obtained from the Institute’s office at the address above, or from the Institute’s web site at www.aig.org.au

Application Checklist

Please complete the checklist to confirm your application is complete. ALL information MUST be supplied with application unless where greyed out except in the case of transfers where subscriptions will be invoiced in July.

	Student	Graduate	Associate	Member	Fellow	Retired
Personal details complete						
Application Details confirmed						
Summary of academic qualifications provided						
Certified copy of qualifications attached (if not previously supplied)						
Summary of employment history provided						
Continued over page ...						

	Student	Graduate	Associate	Member	Fellow	Retired
CV / supporting statement attached						
Employment summary items confirmed by proposers						
Statement of professional achievement/prominence attached						
Confirmation of Student Status complete						
Proposer's declaration complete						
Application signed						
Membership Subscription included						
I am interested in becoming an RP Geo. Please send me an RP Geo Application Kit						

THE AIG AND YOUR PRIVACY

The AIG recognises the importance of your privacy and understands your concerns about the security of your personal information. We care committed to protecting any personal information about you that we hold. From 21st December 2001, the AIG is bound by the National Privacy Principles as set out in the Commonwealth Privacy Act 1988. The AIG will only collect that personal information which is necessary to fulfil its functions and activities. Personal information will not be passed on to third parties for commercial purposes under any circumstances. The following is information the Privacy Act requires us to communicate to all members and non-members of the AIG. It is recommended that you keep this information for future reference. All AIG office bearers, secretariat, staff, contractors and appointed volunteers must adhere to the provisions of the AIG privacy policy.

Your Personal Information

Personal information held by the AIG may include:

- Name
- Address
- Telephone Numbers
- Email Addresses
- Facsimile Numbers
- Qualifications
- Other information, such as employment history, comments by peers, etc as at the time of membership or RPGeo application.

How the AIG collects Personal Information

The AIG may collect personal information directly from individuals at time of application for membership or RPGeo or in regular requests for updated information. The AIG may also collect information when you use our website (www.aig.org.au). The only personal information the AIG collects when you use our website is what you tell us about yourself; for example when registering for a conference we may record your contact details and email address or when you register on the Directory of Australian Geoscientists or the AIG Geoscience Professional Guide we may record contact details and information about your qualifications and experience.

How the AIG uses your Personal Information

Your personal information may be used in order to:

- Provide the professional and membership services you require;
- Inform you of ways the services to you could be improved;
- Research and develop our services.

When we disclose your Personal Information

- The AIG may disclose personal information to statutory and regulatory authorities (such as the Australian Stock Exchange (ASX) upon request.
- The AIG may confirm an individual's membership when membership of the AIG is claimed.
- The AIG may confirm qualifications held by a member, when that member publicly claims such qualifications.

Access, Accuracy and Secure Storage

Individuals may request and be provided with access to their personal information. Requests for access should be made in writing and will, wherever possible be granted as soon as possible. The individual making the request must be able to confirm their identity prior to disclosure of any personal information. The AIG undertakes to treat personal information in a confidential and secure manner to maintain this information's accuracy and completeness. The AIG recommends that you promptly advise of any changes in your personal information such as your name, contact details and qualifications. Should you require any further information concerning privacy please contact the AIG at aig@aig.org.au or phone 08 9427 0820, fax 08 9427 0821.

AUSTRALIAN INSTITUTE OF GEOSCIENTISTS

CODE OF ETHICS

1. Definitions

For the purposes of this Code, unless the context otherwise requires, member shall mean any person admitted to any grade of membership of the Institute; Institute shall mean the Australian Institute of geoscientists; Council shall mean the board of directors and governing council of the Institute; Ethics and Standards Committee shall mean the Ethics and Standards Committee duly constituted and regulated by the Council under Article 55 of the Institute's Articles of Association; the male gender shall include the female gender and the singular shall include the plural, and vice versa.

2. Principle

Members shall discharge their duties with fidelity to the public, their employers and clients, and at all times in their professional or employed capacities carry out their work with competence, integrity and professional responsibility.

3. Application

This Code shall apply to all members including Graduates, Members, Fellows and Registered Professional Geoscientists of the Institute.

4. Duties

In all working decisions and recommendations, a member shall have due regard for the welfare and safety of the community which may be affected by the work for which he is responsible or which may result from his recommendations. All members are required to conform to this Code so as to uphold the dignity of their profession and to maintain the highest possible level of conduct in all professional matters.

5. Matters of Fact

A member shall avoid and discourage exaggerated and unwarranted statements. If called upon to give evidence or otherwise to speak on a matter of fact a member shall state what he believes to be the truth with scrupulous impartiality.

6. Matters of Opinion

Provided that the matter is clearly expressed as an opinion, a member may, where require, give a considered professional opinion based on facts, experience, interpretation, extrapolation or a combination of these.

7. Public Comment

In any public written or verbal comment, a member shall be careful to state whether the statements or assertions made therein represent facts, an interpretation of facts, an opinion, or a belief. In all such circumstances, a member shall act only with propriety in criticising the ability, opinion or integrity of another member, person or organisation.

8. Intra-Professional Conduct

A member shall neither intentionally nor negligently do anything to injure, directly or indirectly, the reputation, prospects or business of another member. However, if he considers a member to be guilty of unethical, illegal or unfair practice, it is his duty to present his views and the relevant information to the Council.

9. Unfair Advantage

A member shall not use the advantages of former or present status or position to compete unfairly with members in private practice, nor use unfairly the advantages of private practice to the detriment of salaried members.

10. Limitation

A member shall engage or advise his employer or client to engage, and cooperate with, other experts and specialists whenever the employer's or client's interests would be best served by such service. He shall not accept a concealed fee for referring a client or employer to a specialist or for recommending services other than his own.

11. Training of Subordinates

When in a position of authority over other members of the profession, a member shall take care to see that those under his direction are afforded every reasonable opportunity to advance their knowledge and experience.

12. Credit to Others

A member shall ensure that proper credit is given to any associate, subordinate or otherwise, who has contributed to work for which he is responsible or whose work is being reviewed.

13. Acceptance of Favours

A member shall avoid placing himself under any obligation to any person or organisation who might deal with his employer or client. He shall not accept any substantial favours from such person or organisation.

14. Patents or Information

A member shall not receive, either directly or indirectly, any royalty, gratuity or commission in respect of any patented or protected article or information or process used in any work with which he may be connected unless he shall have fully disclosed the fact, in writing, to his employer, client or fellow professionals and associates in this matter.

15. Confidential Information

A member shall not use for any personal gain or advantage, nor shall he disclose, confidential information which he may acquire as a result of special opportunities arising out of work done for his client or employer, without the consent in writing of his client or employer or until it is clear that there can no longer be a conflict of interest with the original client or employer.

16. Contract Preparation and Supervision

In the planning of work, preparation of plans, reports, specifications and contract documents and in the supervision of work, a member shall have due regard for and protect the interests of his client or employer, who he shall represent with the utmost good faith. However, in the interpretation of all contract documents, he shall maintain an attitude of scrupulous impartiality as between his client and employer on the one hand and the contractor on the other and shall, as far as he can, ensure that each party to the contract shall discharge his respective duties and enjoy his respective rights as set down in the contract or agreement.

17. Consulting Practice

A member shall not describe himself, nor permit himself to be described as a consultant in his particular branch or branches of the profession unless he occupies a position of professional independence and is able to act as an unbiased and independent adviser. When acting as a consultant he shall conform in all respects with the Code of Ethics of this Institute. He shall not knowingly accept professional work in connection with which another member has been appointed to act, except in collaboration with such other member, unless he be formally notified by the Client that he is required to act, and that the other member has been appropriately notified. He shall not tender nor knowingly compete with any other member for employment on the basis of professional charges. He shall not conduct himself in a manner or act in any capacity nor hold any appointment which, in the opinion of the Council, prejudices his status as a Consultant or the interests of the Institute. Members who are directors or responsible officers of companies carrying on a practice as Consultants should endeavour to ensure at all times that the professional practice of the company conforms to the spirit of the Institute's Code of Ethics.

18. Governmental and Organisational Requirements

A member shall have knowledge of and strictly comply with all laws and regulations relating to his professional activities and shall comply with the rules of any related professional organisation to which he belongs.

19. Financial Market Regulatory Authority

A member shall comply strictly with the Code for the Technical Assessment and Valuation of Mineral and Petroleum Assets and Securities for Independent Expert Reports ("VALMIN Code") and the rules, regulations and practices as established and promulgated by the Australian Stock Exchange with respect to the Australian Stock Exchange Listing Rules for mining and other companies

20. Responsibility

The administration of this Code and matters related to it shall, subject to Article 55 of the Institute's Articles of Association, be vested in the Ethics and Standards Committee. Any matter of misconduct or negligence related to this Code shall be referred by the Council to the Ethics and Standards Committee for recommendation on appropriate action to be taken.

21. Non-Compliance with the Code

Where the Ethics and Standards Committee is of the opinion that a member has breached any provision of the Articles or this Code, the member shall be: disciplined including being suspended from membership under the provisions of Article 15 and **AIG's Complaints Management System** as amended from time to time, or expelled by the Council from membership of the Institute, subject to Article 15 of the Institute's Articles of Association.

ARTICLES OF ASSOCIATION REFERRED TO IN THE CODE OF ETHICS

Article 14. A member may at any time by giving notice in writing to the Secretary resign his membership of the Institute but shall continue to be liable for any annual subscription and all arrears due and unpaid at the date of his resignation and for all other moneys due by him to the Institute and in addition for any sum not exceeding \$50.00 for which he is liable as a member of the Institute under Clause 5 of the Memorandum of Association of the Institute.

Article 15. If any member shall wilfully refuse or neglect to comply with the provisions of the Memorandum or Articles of Association of the Institute or the Code of Ethics or shall be guilty of any conduct other than that specified in Regulation 14 hereof which in the opinion of the Council is unbecoming of a member or prejudicial to the interest of the Institute, the Council shall have the power to discipline or suspend the membership of a member under the provisions of the Code of Ethics by imposing one or more penalties as it thinks fit or expel the member from the Institute and erase his name from the Register of Members provided that at least fourteen days before the meeting of the Council at which a resolution for his expulsion is passed the member shall have had notice of such meeting and of what is alleged against him and of the intended resolution for his expulsion and that he shall at such meeting and before the passing of such resolution by at least two thirds of members of Council eligible to vote have had an opportunity of giving orally or in writing any explanation or defence he may think fit. The Code of Ethics may be amended from time to time by the Council.

Article 55. The Council may delegate any of its other powers (not being duties imposed on the Council as directors of the Institute by the Act or general law) to sub-committees consisting of such member or members of the Council or Institute as it thinks fit; any sub-committee so formed (herein called a Permanent Committee) shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the Council and subject thereto shall have power to co-opt any member or members of the Institute. All members of such Permanent Committee shall have one vote.

All decisions of Permanent Committees shall be subject to ratification by Council. There shall initially be a:

- (i) Qualifications Committee;
- (ii) Ethics and Standards Committee;
- (iii) Legal Committee; and
- (iv) Registration Board.

[Note there is now a Complaints Committee in addition to those above]

EXTRACT FROM MEMORANDUM OF ASSOCIATION REFERRED TO IN THE CODE OF ETHICS

Clause 5. Every member of the Institute undertakes to contribute to the assets of the Institute, in the event of the same being wound up while he is a member, or within one year after he ceases to be a member, for payment of the debts and liabilities of the Institute contracted before he ceases to be a member, and of the costs, charges, and expenses of winding-up and for the adjustment of the rights of the contributories among themselves, such amount as may be required, not exceeding \$50.00.

