



Fire Protection
Association Australia
Life. Property. Environment.

ABN 30 005 366 576

Building 2, 31-47 Joseph Street
Blackburn North Victoria 3130
PO Box 1049, Box Hill VIC 3128

T +61 3 8892 3131 F +61 3 8892 3132 E fpaa@fpaa.com.au

www.fpaa.com.au

Technical Advisory Committee – Application for Membership

PLEASE COMPLETE A SEPARATE APPLICATION FORM FOR EACH COMMITTEE YOU WISH TO APPLY TO.

FPA Australia uses the information in this application to determine your qualifications and to assure that Technical Advisory Committee appointments are made in a way that ensures that committees will contain a fair balance of interests.

Please ensure all questions are answered and supporting documentation, where requested, is provided with this application.

Contact Details

NAME:

POSITION:

COMPANY:

Does your company have any parent or subsidiary companies who are a member of FPA Australia and who may already have representation on this Technical Advisory Committee? Please list.

ADDRESS:

STATE:

POSTCODE:

PHONE:

FAX:

MOBILE:

EMAIL:

Membership Details

Please indicate the type of membership that you hold with the Association:

Member No.:

Technical Advisory Committee membership

Applying for membership to:

Note: Separate applications must be submitted for each TAC.

Type of Technical Advisory Committee membership sought:

Participating member

Corresponding member

Alternate. To Whom?

Why are you interested in applying for membership to the nominated committee?

Please state your experience and qualifications relating to the activities of the nominated committee.

Will you be able to actively participate in the work of the TAC and attend all meetings? Who will fund participation at meetings?

Please indicate your employment history.

Declaration

In completing this application:

- I do so with my employer's consent and understanding that there is an expectation to attend committee meetings and that at least two of these per year may be interstate, with the cost of attendance at these meetings being met by either myself or my employer.
- I agree to allow FPA Australia to disclose my name and company as a member of this Technical Advisory Committee.
- I agree to notify FPA Australia of any change in my status that affects (or may affect) my eligibility for membership to the committee, including a change of employment, organisation represented, or funding source.
- I have read and agree to abide by the *Rules for the operation of Technical Advisory Committees and Special Interest Groups 2010*.
- I agree that any material that I author, either individually or with others, in connection with work performed as a member of an FPA Australia Technical Advisory Committee shall be considered to be works made for hire for FPA Australia. To the extent that I retain any rights in copyright as to such material, or as to any other material authored by me that I submit for the use of an FPA Australia Technical Advisory Committee in the drafting of an FPA Australia document, I hereby grant and assign all and full rights in copyright to FPA Australia. I further agree and acknowledge that I acquire no rights in any publication of FPA Australia and that copyright and all rights in materials produced by FPA Australia Technical Advisory Committees are owned by FPA Australia and that FPA Australia may register copyright in its own name.
- I certify that all of the information on this application is true and accurate.

Signature:

Name:

Date:

(If sending electronically, please type your name—your signature will be obtained at commencement of membership)

The following Confidentiality Agreement: Technical Advisory Committees and Special Interest Groups must also be submitted for this application to be accepted.



Fire Protection
Association Australia
Life. Property. Environment.

ABN 30 005 366 576

Building 2, 31-47 Joseph Street
Blackburn North Victoria 3130
PO Box 1049, Box Hill VIC 3128

T +61 3 8892 3131 F +61 3 8892 3132 E fpaa@fpaa.com.au

www.fpaa.com.au

Confidentiality Agreement – Technical Advisory Committees and Special Interest Groups

Name:

Company:

Technical Advisory Committee or Special Interest Group membership:

The term 'Association' used in this agreement refers to the Fire Protection Association Australia (FPA Australia), 30 005 366 576.

What is confidential information?

- Any material marked 'Confidential' or 'Commercial in confidence'; or
- Any information disclosed in confidence; and
- Any information which is not publically available.

This includes:

- All FPA Australia Technical Advisory Committee and Special Interest Group meetings.
- All communications sent between FPA Australia and its Technical Advisory Committees and Special Interest Groups.
- All communications sent by a member of a Technical Advisory Committee or Special Interest Group (in their role as a member) to other members or to third parties.

But it excludes:

- Information already in your possession and which was received by you or your company other than in breach of any confidentiality obligation owed to the Association; or
- Information which is independently acquired or developed by you without breach of any confidentiality obligations owed to the Association.

Terms of confidentiality agreement

1. You agree at all times during the term of your appointment to the Association's Technical Advisory Committee(s) and/or Special Interest Group(s) and thereafter, to;
 - a) hold in strictest confidence, and not to use or disclose to any person, organisation or firm, without written authorisation of the Association:
 - i) Confidential Information
 - ii) Confidential Information of prospective members of the Association or any related or associated organisation.
 - b) use Confidential Information solely for the purpose of performing your duties under the terms of appointment to the Association's Technical Advisory Committee(s) and/or Special Interest Group(s); and

2. You must not at any time, without the consent in writing from the Association, copy or take extracts from any Confidential Information or remove any Confidential Information from any of the Association's premises or premises used for meetings held by the Association.
3. You warrant and covenant that:
 - a) You will not, from any source, transmit Confidential Information via the Internet or any other means of communications either electronically, verbally or written without permission from the Association;
 - b) You will not, either during or after your appointment to the Association's Technical Advisory Committee(s) and/or Special Interest Group(s), disclose any Confidential Information to any person, organisation or third party unless required to do so by the Association or by law;
 - c) You will not, either during or after your appointment to the Association's Technical Advisory Committee(s) and/or Special Interest Group(s), compile, record or memorise any list of names of any customers, suppliers or other persons with whom FPA Australia deals, other than as directed by or for the benefit of the Association.
 - d) You will not make use of any Confidential Information to gain directly or indirectly any improper advantage to yourself, your company or to any other person;
 - e) You will not make use of Confidential Information to disadvantage the Association, its members or any other person; and
 - f) Your obligations of confidentiality owed to the Association continue for three (3) years after your appointment to the Association's Technical Advisory Committee(s) and/or Special Interest Group(s) has ceased, except in respect of information that is part of your stock of general skill and knowledge.

Exceptions

4. You may share confidential information with the organisation you represent provided you meet points 3 d), e) and f).
 - a) Any confidential information shared with your organisation must retain all references to the confidential nature of that information;
5. You may share confidential information with a third party as part of your role as a member of a Technical Advisory Committee or Special Interest Group provided you meet points 3 d), e) and f).
 - a) Any confidential information shared with a third party must retain all references to the confidential nature of that information;

Representation based on membership to FPA Australia Technical Advisory Committees and/or Special Interest Groups

6. If you are made a representative on or participate in a committee, working group or any other group outside of FPA Australia based on your membership to the Technical Advisory Committee and/or Special Interest Group, any confidential information you obtain through this representation is also subject to this confidentiality agreement except where any part of this agreement conflicts with the confidentiality conditions of that group.

Breaches of confidentiality

7. If a member of a Technical Advisory Committee or Special Interest Group discloses Confidential Information – except as per 4) and 5) – their membership to the Technical Advisory Committee or Special Interest Group will be suspended while it is reviewed by FPA Australia. While under suspension the member will be removed from the distribution lists and any other communications from FPA Australia to that group. Upon review the member may be reinstated, removed or subject to other measures as deemed appropriate.

Guests and Observers

8. All parts of this agreement apply to guests and observers that attend Technical Advisory Committee or Special Interest Group meetings with the following replacements:
 - All references to "appointment" replaced with "attendance".
 - All references to "member" replaced with "attende".
 - All references to "membership" replaced with "attendance".

Declaration:

I _____ hereby agree to unconditionally abide by the terms and conditions of this confidentiality agreement.

Signature:

Date:

(If sending electronically, please type your name—your signature will be obtained at commencement of membership)