

Global network for Resource Efficient and Cleaner Production (RECPnet)  
Established with support of UNIDO and UNEP

**By-Law: MEMBERSHIP**

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**1. INTRODUCTION**

This By-Law is endorsed as part of the Charter of the *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 the *RECPnet*, respectively:

1. Regular Members: Not-for-profit organizations or initiatives with a proven track record in RECP service provision in developing and/or transition country(ies);
2. Associate Members: Any organization with a proven track record in RECP service provision in developing and/or transition country(ies) that is unable to become a Regular Member; and
3. Observer Members: Not-for-profit organizations or initiatives with an emerging track record in RECP service provision in developing and/or transition country(ies).

**2. REGULAR MEMBERS**

**2.1. Eligibility**

Regular Members:

1. 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 country(ies) on RECP concepts, methods, policies, practices and/or technologies;
2. Have accepted the Charter of the *RECPnet* and have pledged to comply with the relevant Code of Conduct of the *RECPnet*;
3. Have evidence of RECP advocacy (e.g. contributions to policy processes, knowledge sharing, awareness raising, etc.);
4. Have received recognition as leading providers of RECP services by the relevant government and business sectors;

5. Have appropriate institutional legitimacy and full control over the financial and other resources entrusted to them;
6. Have been established as a not-for-profit entity;
7. Report to and assume accountability towards a supervisory body with participation of the relevant government and business sectors; and
8. Have agreed to pay the membership fees of the *RECPnet* on a regular and timely basis.

## **2.2. Rights**

Regular Members:

1. Have full voting rights in the Members' Assembly;
2. Have the right to stand for office as Member of the Executive Committee;
3. Have full access to best practice information on RECP concepts, methods, policies, practices and technologies as available to and through the *RECPnet* and its membership;
4. Are eligible for funding from the *RECPnet* for participation in its training, networking and other activities and events;
5. Have the right to deliver services to the Members of the *RECPnet* under agreement with any organization providing Secretariat support to the *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
6. Have access to the programme of the *RECPnet* for the development and recognition of technical and institutional excellence and leadership.

## **3. ASSOCIATE MEMBERS**

### **3.1. Eligibility**

Associate Members:

1. 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 country(ies) on RECP concepts, methods, policies, practices and/or technologies;

2. Have accepted the Charter of *RECPnet* and have pledged to comply with the relevant Code of Conduct of the *RECPnet*;
3. Have evidence of RECP advocacy (e.g. contributions to policy processes, knowledge sharing, awareness raising, etc.);
4. Have received recognition as leading providers of RECP services by the relevant government and business sectors;
5. Have financial and managerial autonomy and have a separate legal identity; and
6. Have agreed to pay the membership fees on a regular and timely basis.

### **3.2. Rights**

Associate Members:

1. Have full voting rights in the Members' Assembly;
2. Do not have the right to stand for office as Member of the Executive Committee;
3. Have full access to best practice information on RECP concepts, methods, policies, practices and technologies as available to and through the *RECPnet* and its Membership;
4. Have the opportunity to participate in training, networking and other activities and events of the *RECPnet* but will have to pay the full fee and bear their own costs; and
5. Have the right to deliver services to the Members of the *RECPnet*, under agreement with any organization providing Secretariat support to the *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.

## **4. OBSERVER MEMBERS**

### **4.1. Eligibility**

Observer Members:

1. 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 developing and/or transition country(ies) on RECP concepts, methods, policies, practices and/or technologies;

2. Have accepted the Charter of *RECPnet* and have pledged to comply with the relevant Codes of Conduct of the *RECPnet*; and
3. Have committed to becoming properly qualified for membership as Regular or Associate Member of the *RECPnet* within three years of becoming an Observer Member of the *RECPnet*.

#### **4.2. Rights**

Observer Members:

1. Do not have any voting rights in the Members' Assembly;
2. Do not have the right to stand for office as Member of the Executive Committee;
3. Have access to the public part of best practice information on RECP concepts, methods, policies, practices and technologies as available to and through the *RECPnet* and its Membership;
4. Are eligible for participation in training, networking and other activities and events of the *RECPnet* on the basis of a concessional fee; and
5. Do not have the right to deliver any services to the Members of the *RECPnet* through any organization providing Secretariat support to the *RECPnet*.

#### **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 the *RECPnet* can complete the application form, including endorsement of the Charter and Code of Conduct of the *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. The applicants for regular membership that founded the *RECPnet* are granted an initial one-year, complimentary membership as Regular Member. Within six months, these Members will have to submit a full application with a reference file with documentation supporting compliance with the eligibility criteria for review and verification by the

Executive Committee, upon which it decides on the type of membership to be granted to these members upon expiry of their initial one-year, complimentary membership.

- 5.6. The Regular and Associate Members have to reapply for membership six months before the expiry of their current membership. The Observer membership 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.
- 5.7. The membership of the *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.
- 5.8. 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) are:
  - USD 1,000 per year for members from non-OECD countries
  - USD 3,000 per year for members from OECD countries
- 6.2. The Members ensure that the fees are paid to the account provided by the Executive Committee within two months 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. Delay in payment and/or non-payment of fees will lead to the cancellation of the membership of the *RECPnet*.