



# ASI Membership Information and Application Form

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V3-1 2020

## ABOUT ASI

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The Aluminium Stewardship Initiative (ASI) promotes measurable and continual improvements in the key environmental, social and governance impacts of aluminium production, use and recycling.

ASI is the only voluntary standards system focused on the entire global aluminium value chain. Our flagship is an independent third-party certification program that covers both performance and chain of custody.

ASI is proud to be a member of the ISEAL Alliance, the global membership association for credible sustainability standards.

Incorporated in 2015 with a multi-stakeholder membership model, ASI is a non-profit organisation and registered charity.

New ASI members are always welcome: from everywhere in the world, from every part of the aluminium supply chain, and from civil society groups, associations, and other supporting organisations.





## VISION:

To maximise the contribution of aluminium to a sustainable society.

## MISSION:

To recognise and collaboratively foster responsible production, sourcing and stewardship of aluminium.

## OUR VALUES INCLUDE:



Being inclusive in our work and decision making processes by promoting and enabling the participation of representatives of all relevant stakeholder groups.



Encouraging uptake throughout the bauxite, alumina and aluminium value chain, from mine to downstream users.



Advancing material stewardship as a shared responsibility in the lifecycle of aluminium from extraction, production, use and recycling.



## WHY OUR WORK ON ALUMINIUM MATTERS

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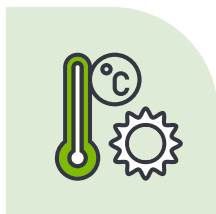
Aluminium is the most abundant metallic element in the earth's crust. Its physical, electrical, thermal, lightweight, formable and corrosion-resistant properties have made it one of the most important and versatile metals in the modern world. It's a metal that shapes the world we live in – and is endlessly recyclable.



## ALUMINIUM APPLICATIONS INCLUDE:



**Transport**, in a range of applications for cars, trucks, buses, aircraft, ships, rail and trams.



**Heating, ventilation and cooling** systems for thermal control.



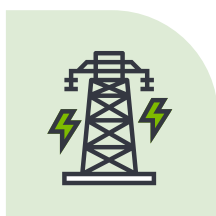
**Packaging**, including kitchen foil, packaging foil, cans and other rigid and flexible containers.



**Consumer goods**, such as smartphones, tablets, laptops, televisions, fridges, washing machines, furniture and interior design etc.



**Building and construction**, for infrastructure, workplaces and housing, including cladding, doors, window frames, awnings, roofs and bridge rails, as well as internal hardware.



**Electrical and communications**, such as power transmission towers, cables, conduits, superconductors, capacitors, solar energy, batteries, antennae and satellite dishes etc.

**Plus a wide range of other industrial, commercial, medical, scientific and metallurgical applications.**

**ASI's program thus engages with a very wide range of downstream use sectors, addresses important supply chain risks and issues, and connects to broader responsible sourcing topics including:**

- **Climate change and GHG emissions**
- **Circular economy, material stewardship and recycling**
- **Responsible mining, including biodiversity**
- **Human rights, including Indigenous peoples rights and labour rights**
- **Waste and resource management**
- **Supply chain due diligence and chain of custody**

Our whole-of-supply-chain and multi-stakeholder foundation, combined with our focus on innovation and engagement, makes ASI's work critical to any stakeholder that produces, uses or has links to this metal.



## BENEFITS OF ASI MEMBERSHIP

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No matter which part of the aluminium value chain you're interested in, and no matter the size, place or nature of your organisation: if you want to take the next step to enhance sustainability, you should join ASI.

### Depending on your goals, ASI membership provides opportunities for you to:

- Enhance reputation through proactive efforts to implement and support standards
- Participate in multi-stakeholder dialogues on responsible production and sourcing
- Access ASI's learning program, educationAI, and expertise for implementation support
- Work towards ASI Certification using ASI's customised online platform, elementAI
- Align practices with relevant regulatory, customer or stakeholder requirements
- Network with a community that is passionate about addressing sustainability issues

### General member benefits include:

- Opportunity to participate in ASI governance, including Working Groups (All members), Committees and/or the ASI Board (Full members)
- Voting rights as an ASI member for governance elections and member resolutions
- Discounted member registration fee for ASI events, including the annual AGM Week
- Member newsletter subscription

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### Your membership will also be supporting ASI's broader objectives, including to:

- Enhance transparency and due diligence in supply chains
- Identify and better manage current and emerging supply chain risks
- Share best practices and improvement opportunities across sectors
- Contribute to collaborations, partnerships and harmonisation efforts
- Create more impact on environmental and social issues by working collectively



## MEMBERSHIP COMMITMENTS

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**By applying for ASI membership, your organisation commits, if admitted as a member, to:**

### **General:**

- Actively and constructively support ASI's objects and activities
- Work to encourage and recognise responsible production, sourcing and stewardship of aluminium

### **Policies and procedures:**

- Comply with the ASI Constitution and the ASI Governance Handbook
- Comply with the ASI Antitrust Compliance Policy
- Comply with the ASI Complaints Mechanism, including any disciplinary proceedings or applicable sanctions that may apply as a result
- Comply with ASI By-Laws as to ASI-related claims, and the use of ASI logos and other intellectual property
- Pay membership fees on time

### **Certification:**

- For 'Production and Transformation' and 'Industrial Users' members, achieve Certification against the ASI Performance Standard for at least one facility or product line within two years of joining ASI
- Certification against the ASI Chain of Custody Standard is voluntary, though encouraged





## ASI GOVERNANCE

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ASI is committed to developing and implementing good operational and governance practices on behalf of its multi-stakeholder membership.

The ASI Governance Handbook provides an overview of the design and implementation of the ASI governance model. It is aimed at orienting and guiding the various participants in ASI's governance structure, including Board directors, Committee and Working Group members. As a publicly available document, the Handbook also enhances transparency of ASI governance to broader stakeholders.



**ASI Governance Handbook**



## OPPORTUNITIES TO PARTICIPATE

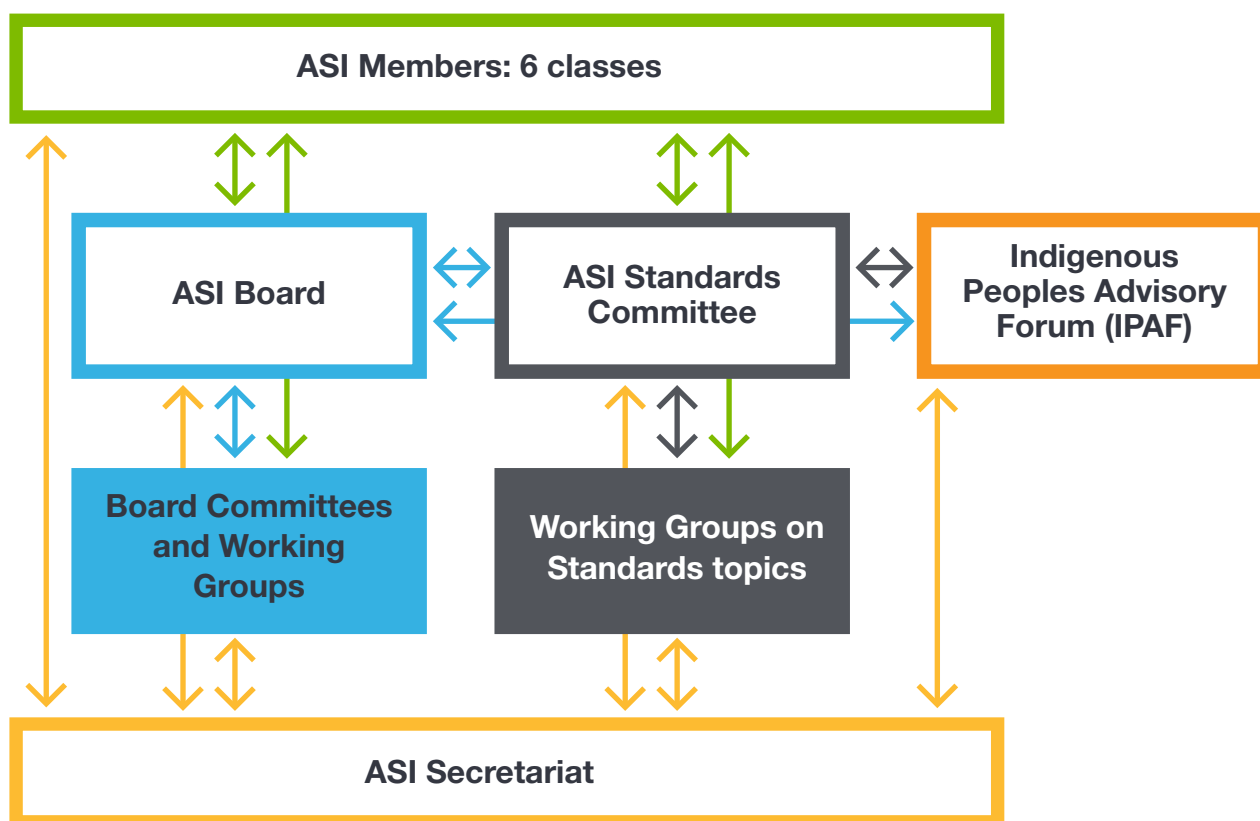
**ASI strives to reflect an appropriate balance of interests in its governance. The member representatives on the Board and Standards Committee are elected by all ASI members.**

The Board and Standards Committee is comprised of representatives of ASI Full Members. In addition, the Board has two additional Independent Directors, while the Standards Committee has two representatives nominated from the Indigenous Peoples Advisory Forum.

Standing Board Committees include a Legal Committee, a Governance Committee and a Finance and Audit Committee. The Board may create other ad hoc Committees as required, and may also convene Working Groups to

provide input on organisational matters where they seek stakeholder input. The Standards Committee can convene Working Groups on specific issues related to standards programs, which enable participation from all membership classes as well as broader stakeholders and experts.

Through this structure, both members' interests and broader independence and expertise are included in ASI governance.





## ASI MEMBERSHIP CLASSES

### ASI has six membership classes as part of its multi-stakeholder governance structure.

Applicants for ASI membership must nominate the membership class most relevant to their activities, bearing in mind the principal activities of their business.

Note that ASI members must be a legal entity or group of legal entities.

ASI recognises that there are many sizes and types of business entity in the aluminium value chain and aims to be inclusive in its membership structure and certification program.

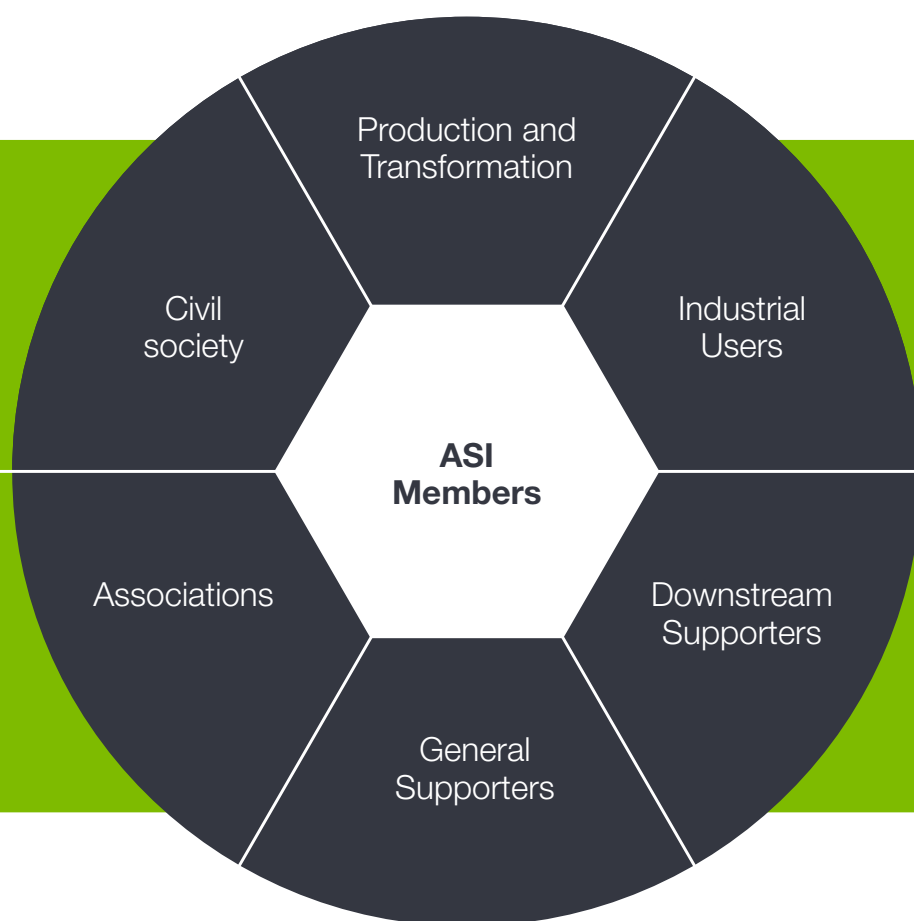
Subsidiaries or identifiable business units of legal entities may join ASI, where appropriate evidence of annual turnover/revenue to determine the applicable membership fee is made available to the ASI Secretariat. One or more legal entities must still be identified in the application form and will be considered the ASI member for the purposes of the ASI Constitution.

The Joint Ventures Policy summarises how Joint Ventures can participate in ASI:



**Full members**

**Associate members**





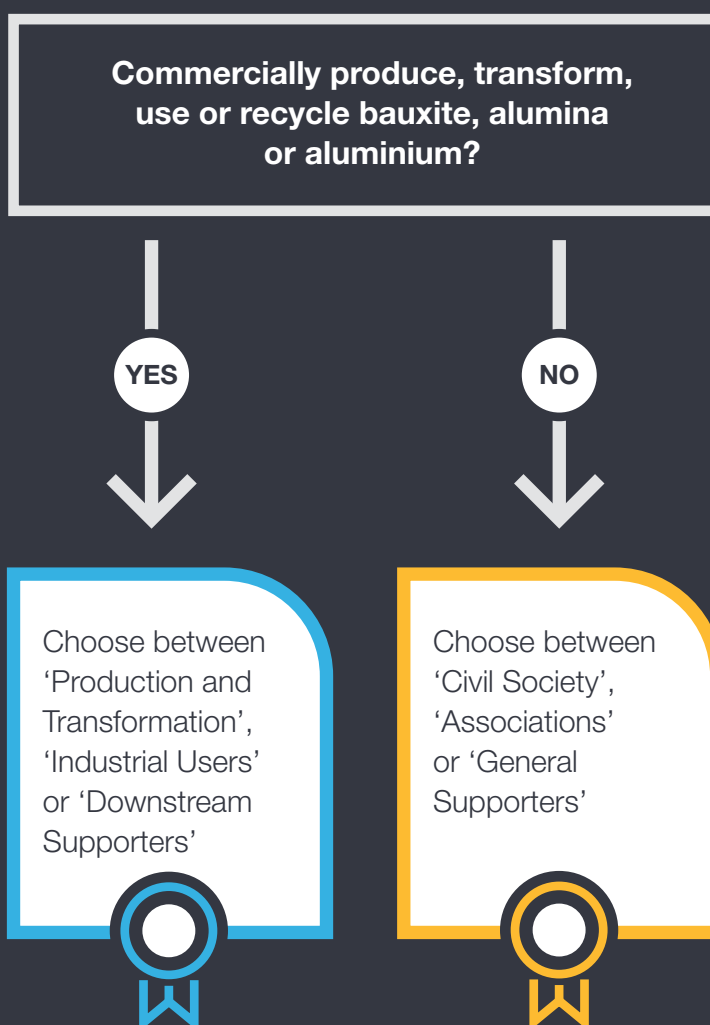
Special rules apply where a group of legal entities wish to jointly act as a member. In essence, they provide for one nominated member of that group to legally represent and be responsible for the group in relation to the group's membership of ASI, whilst still ensuring that each member of the group has appropriate commercial entitlements arising from membership. These special rules are noted under clause 5.9 in the ASI Constitution, which is available on the ASI website.

→ **ASI Constitution**

**Applicants for ASI membership must nominate the membership class most relevant to their activities, bearing in mind the principal activities of their business.**

## CHOOSING THE RIGHT ASI MEMBERSHIP CLASS

Follow the path below to find the right membership class for your type of organisation. More information is available on each in the next sections.







Choose between 'Production and Transformation', 'Industrial Users' or 'Downstream Supporters'

## PRODUCTION AND TRANSFORMATION

### Eligibility

Organisations with activities in one or more of:

- bauxite mining,
- alumina refining,
- aluminium smelting,
- aluminium re-melting or refining,
- semi-fabrication (rolling, extrusion or casting) and/or
- material conversion (being the further processing of semi-fabricated aluminium products into products or components that are sold to Industrial Users (as described below) for final assembly or filling and sale to end customers).

If your organisation carries out any bauxite mining, alumina refining, or aluminium smelting, you must nominate this membership class.

Question	Answer
<b>Carry out any bauxite mining, alumina refining, or aluminium smelting?</b>	You must nominate the Production and Transformation class.
<b>Eligible for both the 'Production and Transformation' and the 'Industrial Users' classes?</b>	<p>You must nominate which of these classes most accurately reflects your organisation's predominant business activities.</p> <p>The ASI Performance Standard sets out the applicability of individual criteria to the defined supply chain activities in the aluminium value chain and will apply to each ASI Certification sought by a member.</p>

## INDUSTRIAL USERS

### Eligibility

Organisations that manufacture consumer or commercial goods containing aluminium in the:

- aerospace,
- automotive,
- construction,
- consumer durables,
- engineering,
- IT,
- packaging,
- or any other sector;
- organisations in the beverage, food, pharmaceutical or other sectors that use aluminium in packaging for their products.

In addition to the above, the organisation may also carry out aluminium re-melting, recycling or refining, semi-fabrication (including rolling, extrusion or casting), and/or material conversion (being the further processing of semi-fabricated aluminium products into products or components for final assembly or filling and sale to end customers).

Question	Answer
<b>Eligible for both the ‘Production and Transformation’ and the ‘Industrial Users’ classes?</b>	<p>You must nominate which of these classes most accurately reflects your organisation’s predominant business activities.</p> <p>The ASI Performance Standard sets out the applicability of individual criteria to the defined supply chain activities in the aluminium value chain and will apply to each ASI Certification sought by a member.</p>
<b>Eligible for the ‘Industrial User’ class but you do not currently seek ASI Certification?</b>	<p>You may nominate the ‘Downstream Supporter’ class, see next page.</p> <p>Note that ‘Industrial Users’ are Full Members, while ‘Downstream Supporters’ are Associate Members.</p>

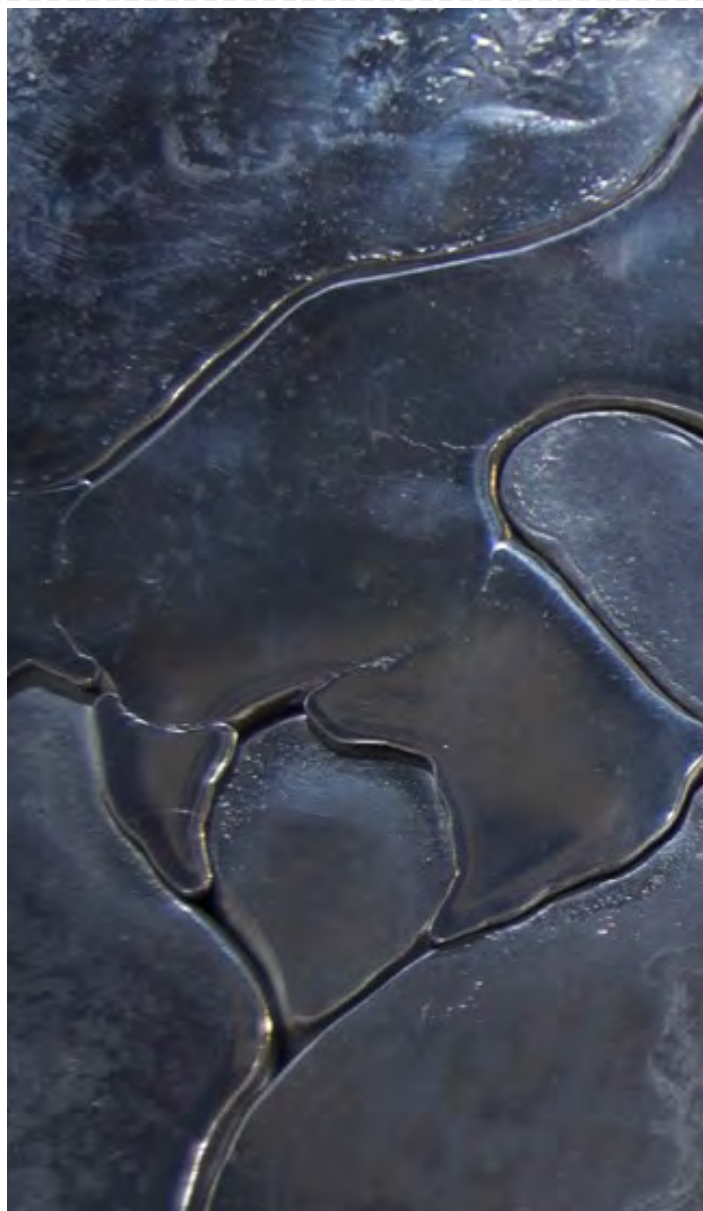


## DOWNSTREAM SUPPORTERS

### Eligibility

Organisations that manufacture consumer or commercial goods containing aluminium in the: aerospace, automotive, construction, consumer durables, engineering, IT, packaging and any other sector; and organisations in the beverage, food, pharmaceutical, retail and similar sectors that use aluminium in packaging for their products; and organisations that trade or collect aluminium for re-melting or recycling.

Question	Answer
<b>Eligible for the 'Downstream Supporter' class but you would like to seek ASI Certification within two years of joining ASI?</b>	<p>If your organisation is also eligible for the 'Industrial Users' class, and you seek ASI Certification covering any of its facilities or product lines, you must nominate the 'Industrial Users' class above.</p> <p>You may elect to change membership class at a later date, if you are eligible for both classes, by contacting the ASI Secretariat.</p>



## DECIDING BETWEEN INDUSTRIAL USERS AND DOWNSTREAM SUPPORTERS?

Members in both these membership classes are encouraged to contribute to the ASI work program, such as through ASI Working Groups, and support broader partnerships and uptake of ASI standards through the aluminium value chain. The membership fee is also the same for both classes.



The main differences in rights and responsibilities are:

Industrial Users	Downstream Supporters
Full Member	Associate Member
Required to achieve certification against the applicable requirements of the ASI Performance Standard for at least one facility or product line within two years of joining ASI.	Not required to achieve certification.
Eligible to nominate a candidate for election to the ASI Board and/or Standards Committee	Not eligible to nominate a candidate for election to the ASI Board and/or Standards Committee





Choose between 'Civil Society', 'Associations' or 'General Supporters'

## CIVIL SOCIETY

### Eligibility

Not-for-profit organisations serving the interests of the public or a segment of the public, such as civil society groups, environmental and human rights NGOs, labour organisations, Indigenous Peoples and community-based organisations, and consumer organisations at international, regional, national or local level.

Question	Answer
<b>Do Civil Society members have to pay membership fees?</b>	ASI recognises the perspectives and expertise brought by civil society organisations to ASI's multi-stakeholder processes. If your organisation participates in the ASI Standards Committee, an ASI Working Group or the Indigenous Peoples Advisory Forum (IPAF), then no membership fees apply.  If you would like more information, please contact the ASI Secretariat.

## ASSOCIATIONS

### Eligibility

Industry and other trade associations that represent commercial interests in any part of the aluminium value chain, such as aluminium associations, green building councils, and downstream sector associations.

Question	Answer
<b>Does becoming an ASI Associations member mean the Association's members are ASI members too?</b>	No. ASI membership by an Association does not confer ASI membership on the association's own members.
<b>If an Association joins ASI, does that mean all of its members must join ASI too?</b>	No. While we encourage Association members to communicate about ASI to their own members, there is no requirement for the Association's members to also be members of ASI.

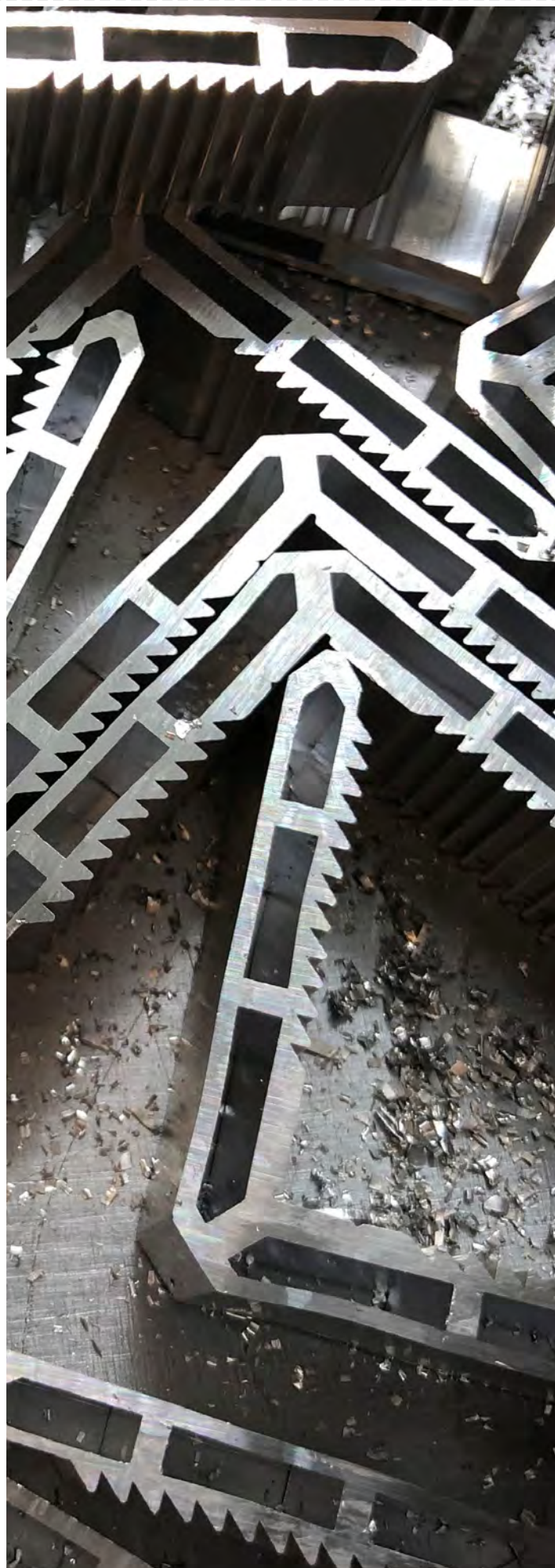
## GENERAL SUPPORTERS

### Eligibility

Organisations that support ASI's mission and not eligible under one of the other membership classes, such as: governments and regulators, international institutions, investment sector, parallel initiatives, academic and research institutions, specialist agencies, consultancies, media organisations, trading and shipping organisations, and related industries (for example, waste processing of bauxite residue, dross or spent pot-lining).

This class excludes organisations seeking to carry out independent third party-audits: they may apply for accreditation by ASI through the ASI auditor accreditation process but cannot be members of ASI.

Question	Answer
<b>What roles can General Supporter members play?</b>	ASI warmly welcomes support for its mission. General Supporters can participate in ASI Working Groups to bring their perspectives or expertise to our standards and certification program. We also welcome collaborations and partnerships to support ASI's uptake.







## ANNUAL MEMBERSHIP FEES

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Membership fees provide ASI with the ability to operate and continually improve our activities and outcomes. We can't run this program without your support.

A key principle of ASI is to be inclusive, encouraging organisations of all types and sizes to become members. A range of membership fees are applicable depending on the type, size and/or purpose of your organisation. Membership fees are set by the ASI Board and reviewed annually.

## ANNUAL MEMBERSHIP FEES

### Fees for the period up to December 31, 2020

For organisations that are commercially active in the aluminium supply chain, ASI annual membership fees are determined by annual turnover/revenue:

Membership Class	Very Large More than US\$10 billion	Large Between US\$1 billion and US\$10 billion	Medium Between US\$100 million and US\$1 billion	Small Between US\$10 million and US\$100 million	Micro Less than US\$10 million
Production and Transformation					
Industrial Users	US\$36,000	US\$32,500	US\$13,000	US\$1500	US\$400
Downstream Supporters					

For Civil Society organisations and Associations, ASI annual membership fees are determined by size of the organisation in terms of number of full-time equivalent employees:

Membership Class	Large More than 1000 FTE staff	Medium Between 100- 1000 FTE staff	Small Between 10-100 FTE staff	Micro Less than 10 FTE staff
Civil Society	US\$5703	US\$1141	US\$570	US\$114
Associations				

**Note:** Civil Society members who, at the time of application, will have a representative serving on the ASI Standards Committee, an ASI Working Group and/or in the Indigenous Peoples Advisory Forum have their annual membership fee waived pro-rata during that period of service, in recognition of the significant in-kind contribution made through this participation.

For General Supporters, ASI annual membership fees are determined by the purpose of the organisation:

Membership class	Governmental and commercial organisations	Non-profit or academic
General Supporters	US\$5703	US\$570

Australian Goods and Services Tax (GST) of 10% is applicable to membership fees for organisations headquartered in Australia.



## ANNUAL MEMBERSHIP FEES

### Fees from 1 January 2021

For organisations that are commercially active in the aluminium supply chain, ASI annual membership fees are determined by annual turnover/revenue:

Membership Class	Very Large More than US\$10 billion	Large Between US\$1 billion and US\$10 billion	Medium Between US\$100 million and US\$1 billion	Small Between US\$10 million and US\$100 million	Micro Less than US\$10 million
<b>Production and Transformation</b>					
<b>Industrial Users</b>	<b>US\$36,000</b>	<b>US\$32,500</b>	<b>US\$13,000</b>	<b>US\$1500</b>	<b>US\$400</b>
<b>Downstream Supporters</b>					

For Civil Society organisations and Associations, ASI annual membership fees are determined by size of the organisation in terms of number of full-time equivalent employees:

Membership Class	Large More than 1000 FTE staff	Medium Between 100- 1000 FTE staff	Small Between 10-100 FTE staff	Micro Less than 10 FTE staff
<b>Civil Society</b>	<b>US\$5703</b>	<b>US\$1141</b>	<b>US\$570</b>	<b>US\$114</b>
<b>Associations</b>				

**Note:** Civil Society members who, at the time of application, will have a representative serving on the ASI Standards Committee, an ASI Working Group and/or in the Indigenous Peoples Advisory Forum have their annual membership fee waived pro-rata during that period of service, in recognition of the significant in-kind contribution made through this participation.

For General Supporters, ASI annual membership fees are determined by the annual turnover/revenue:

Membership Class	Large More than US\$1 billion	Medium Between US\$100 million and US\$1 billion	Small Between US\$10 million to US\$100 million	Micro Less than US\$10 million
<b>General Supporters</b>	<b>US\$5703</b>	<b>US\$1141</b>	<b>US\$570</b>	<b>US\$114</b>

Australian Goods and Services Tax (GST) of 10% is applicable to membership fees for organisations headquartered in Australia.

## FREQUENTLY ASKED QUESTIONS

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### Membership

#### **Do I need to be a member to be certified by ASI?**

Yes, companies must become ASI members to pursue ASI Certification. Membership fees contribute to the management and oversight of the overall program.

#### **Our company is engaged in business across various sectors, and only some of the business is connected to the aluminium value chain. Can we fill out the membership form based only on the sales and employees for the aluminium-related parts of the business?**

The company that joins ASI as a member needs to be a legal entity. If you have a subsidiary company that has the relevant connections to the aluminium value chain in your business, then you can join that as the ASI member. However if there is only the one company that covers more than aluminium-related activities, then it will need to join as the member and the sales and number of employees will need to relate to the legal entity/company that joins ASI.

#### **We belong to a group of several companies. Can we become members together or do we need separate memberships for each?**

You can choose to join each subsidiary company individually, or join the parent group that controls these companies as a single member. There is also the option for two or more bodies corporate to jointly hold an ASI membership, as described on page 10-11 of this form.

#### **Could we 'convert' our membership to the whole group if we decide to do so in the future?**

Yes, you can change your membership to cover the whole group in the future. To make the change you will need to send us another copy of the Membership Form, updated with details for the whole Group.

Your annual membership fee won't change if the annual turnover/revenue stays in the same category. If your annual turnover changes to the next category, we will send you an invoice for the difference in the membership fee.

### Fees

#### **Is ASI Membership valid only for 12 months and the membership fee should be paid annually?**

Yes. There is an annual membership fee to continue your ASI membership.

#### **Do ASI membership fees cover the costs of audits?**

No. The membership fees do not cover the costs of audits as this varies depending on the nature and number of audits you seek. The audit arrangements, including the commercial terms, are between you and your chosen ASI Accredited Audit Firm.

#### **Does ASI charge any extra fees beyond the membership fee?**

No. The ASI membership fee is a flat annual fee and there are no additional costs charged by ASI for Certificates, or for labelling or volumes of material if certified against the Chain of Custody Standard.



## How much will it cost to get certified?

You will need to determine that for your own situation. The audit costs depend on the scope of the audit and the Audit Firm's fees. Some Guidance on audit-person days is provided in the ASI Assurance Manual for both members and auditors.

## Certification

### **If we start with certifying only one facility, would it be possible to certify a second facility or the company as a group in the future?**

Yes. Members can choose how they would like to approach Certification, and the minimum is 1 facility or part of their business. Additional facilities or parts of the business, up to and including comprising the group as a whole, can certainly be added in future, either as separate Certifications, or by expanding the existing Certification.

### **If we join in the 'Production and Transformation' or 'Industrial User' class, would it be okay not to get certified?**

No. A requirement of ASI Membership is that all Production and Transformation and Industrial User members must have at least one facility or part of the business certified as meeting the requirements of the ASI Performance Standard. This is a condition of continued membership.

## Communications

### **Can we communicate our ASI membership on our website and other public communications?**

ASI members can communicate their ASI engagement through any forum. You will also feature on ASI's website with your own member page. You can consult the ASI Claims Guide for general advice, and the ASI Style Guide for more information on logo usage.

### **How long would take for my company details to be on the ASI website after I pay my membership?**

Normally it takes one or two business days.

## Engagement

### **In terms of resources, how much time on a weekly or monthly basis is needed for a proper engagement within ASI?**

Members can engage as much or as little as they like. Some ASI members are active in Working Groups which are open to all, or the Board or Standards Committee where elected. Others are mainly focused on achieving or maintaining ASI Certification in their business. We provide online learning opportunities and an online assurance platform, and a Help Desk within that to answer any questions.

## APPLICATION PROCESS

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1

Complete and submit the Membership Application Form (sections 1, 2 and 3), along with a copy of your organisation's logo in high-definition (preferably in .eps or .ai format), to **info@aluminium-stewardship.org**

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2

ASI will contact you in writing to confirm receipt of your application. Please note it may be necessary for us to seek clarification or verification of information provided in your application form to ensure that it fairly reflects the nature and activities of the applicant.

We will normally process your application within 30 days of receipt.

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3

On acceptance of your application, we will issue you with a membership fee invoice based on your ASI membership class and information provided. Membership fees are payable within 30 days of the date of your invoice.

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4

On receipt of your membership fee, we will contact you in writing to confirm your ASI membership, provide you with member information and logo material and confirm your organisation's listing on the Member pages of the ASI website.

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**Please note:** Despite an applicant's nomination of a membership class, if there is any inaccuracy, doubt or uncertainty over an applicant's entitlement to be a member in any particular membership class, the Board retains discretion to determine the appropriate class. An application for membership may also be rejected by the Board.

**Your ASI membership year is for 12 months from the date of payment. Membership renewal invoices will be sent at least 60 days before the end of your membership year.**



## Changes in membership

**ASI recognises that organisations change and evolve, and their engagement with ASI may too. Please keep the ASI Secretariat up to date about any changes in key personnel, particularly primary contacts.**

Contact the ASI Secretariat if you would later like to:

- Change membership class, where you are eligible for more than one class
- Change the scope of your ASI membership, for example expand from a subsidiary to a whole group
- Consolidate two or more members into a single or group membership (for example combining two subsidiaries, or separate companies entering into mergers or similar)
- Discuss any similar matter.

## Resignations

ASI members may tender their resignation in writing to the ASI Secretariat. Please note that membership fees are non-refundable, even in the case of resignation during a membership year.

Previously resigned organisations are welcome to re-join ASI in the future. Their join date on the ASI website will be reset to the start of the current period of active membership. Any previous periods of membership can be noted in the member description, as appropriate.

In the case of ASI Certification not complete or renewed by the applicable deadline for Production and Transformation members or Industrial User members, the ASI Secretariat may permit one extension period of up to six months if certain criteria are met. If the specified criteria for an extension are not met, or the Member fails to meet the extension deadline, the Member will automatically lose their ASI membership. A stand-down period of one year will apply before the Member can re-apply for ASI membership.



**QUESTIONS?**

**Contact:**

[info@aluminium-stewardship.org](mailto:info@aluminium-stewardship.org)

## ASI MEMBERSHIP APPLICATION FORM

You can complete this form electronically. An email link and submit button can be found on the last page. Alternatively, you can print, scan and email the completed form.

### SECTION 1 MEMBER CONTACT INFORMATION

1

**Name of applicant for ASI membership (the name of the company, organisation or name of each entity in a group of legal entities).**

**Note:** This is the name that will appear on the ASI website. For example:

***Green Aluminium Enterprises***

**Note:** if a group of legal entities is applying, ASI may request further information in relation to one or more of those legal entities.

2

**If different from above, add the full name of the legal entity and country of incorporation. In the case of a group of entities that fall within the scope of the above applicant, but that are not all subsidiaries of the one entity, list all the relevant legal entities and their country of incorporation.**

For example:

***Green Aluminium Enterprises Ltd (UK)***

***Green Aluminium Enterprises GmbH (Germany)***

**Note:** In the case of difference to Box 1, the entity or entities listed here will be considered the ASI Member under the ASI Constitution.

*Form continues overleaf*

**3 Full address of applicant's head office, including country**

**4 Telephone number of head office, including country code**

**5 Applicant's website address**

**6 VAT number for all EU and VAT-registered companies**

**7 Primary contact to receive official (eg. a notice of General Meeting) and general (eg. a newsletter) ASI correspondence**

**Privacy:** As outlined in Section 3 (Membership commitment and consent to become an ASI member) below, please ensure the named individuals here and below consent to provide their personal information to ASI for this purpose. Please see the ASI Privacy Policy at <https://aluminium-stewardship.org/about-asi/legal-finance-policies/> for more information.

Name:

Address:

Position:

Work telephone:

Mobile/Cell:

Email:



## 8 Finance contact

If you have a specific contact who should receive a copy of ASI invoices in cc, please add here. Your primary contact will also receive these.

Name:

Address:

Position:

Work telephone:

Mobile/Cell:

Email:

## 9 Different company name and/or address for invoices

If you wish ASI to use a different company name and/or address for ASI invoices instead of the details provided above, please add the alternative details here.

Different company name:

Different address for invoices:

## 10 Additional contact to receive general ASI correspondence

**Note:** Please add here or attach a list. Individuals can also join the ASI mailing list at: <http://aluminium-stewardship.org/mailing-list/>

Name:

Address:

Position:

Work telephone:

Mobile/Cell:

Email:

*Form continues overleaf*

## 11 elementAI contact

**Note:** Relevant for Production and Transformation / Industrial User members only. 'elementAI' is ASI's Assurance Platform and you will be given an account following confirmation of your membership. There is no limit to the number of users you can have, but it is useful to identify a main contact for specific communications from the ASI elementAI Manager where required. This can be the same or different person to the Primary Contact - usually someone who will be actively involved in working in elementAI.

Name:

Address:

Position:

Work telephone:

Mobile/Cell:

Email:

## SECTION 2 MEMBERSHIP CLASS AND ACTIVITIES

### 12 Nominated Membership Class

- |                                                                      |                                                                   |                                                                |
|----------------------------------------------------------------------|-------------------------------------------------------------------|----------------------------------------------------------------|
| <input type="checkbox"/> Production and Transformation (Full member) | <input type="checkbox"/> Downstream Supporters (Associate member) | <input type="checkbox"/> Associations (Associate member)       |
| <input type="checkbox"/> Industrial Users (Full member)              | <input type="checkbox"/> Civil Society (Full member)              | <input type="checkbox"/> General Supporters (Associate member) |

### 13 Number of employees in applicant organisation



#### 14 List all countries of operation for the applicant organisation

**Note:** Please list each country separately, even if the list is long

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#### 15 Description of applicant organisation that can be used on the ASI website

**Note:** if your organisation has a standard 'About Us' on its website or for press releases, this can be added here as text, a link, or included as an attachment. Alternatively, a description that identifies the applicant's specific interest in ASI and/or the aluminium value chain is also useful. A limit of 200 words applies and ASI may edit any text provided.

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*Form continues overleaf*

**16** **ASI newsletter announcement: A statement from your organisation to describe why you have joined ASI, which can be used in the ASI newsletter to announce your membership.**

**Note:** as a guide, aim for around 2-4 sentences. Please include the name and title of the spokesperson that the statement should be attributed to.

**17** **For 'Production and Transformation', 'Industrial Users' and 'Downstream Supporters', indicate all activities the applicant organisation carries out in the aluminium value chain**

**Note:** place an X in all relevant boxes

- |                                                                                       |                                           |
|---------------------------------------------------------------------------------------|-------------------------------------------|
| <input type="checkbox"/> Bauxite mining                                               |                                           |
| <input type="checkbox"/> Alumina refining                                             |                                           |
| <input type="checkbox"/> Aluminium smelting                                           |                                           |
| <input type="checkbox"/> Aluminium re-melting, refining or recycling                  |                                           |
| <input type="checkbox"/> Semi-fabrication (rolling, extrusion, casting)               |                                           |
| <input type="checkbox"/> Product or component manufacturing (material conversion)     |                                           |
| in the following sector/s:                                                            |                                           |
| <input type="checkbox"/> Aerospace                                                    | <input type="checkbox"/> Engineering      |
| <input type="checkbox"/> Automotive                                                   | <input type="checkbox"/> IT               |
| <input type="checkbox"/> Construction                                                 | <input type="checkbox"/> Packaging        |
| <input type="checkbox"/> Consumer durables                                            | <input type="checkbox"/> Other (specify): |
| <input type="checkbox"/> Retail                                                       |                                           |
| <input type="checkbox"/> Collection of post-use recyclable material                   |                                           |
| <input type="checkbox"/> Trade or collection of aluminium for re-melting or recycling |                                           |

18

**For 'Production and Transformation', 'Industrial Users' and 'Downstream Supporters', indicate annual turnover/revenue of applicant organisation****Note:** The ASI Secretariat may request appropriate evidence of annual turnover/revenue from the applicant. Place an X in one box only

- |                                                                    |                                                                     |
|--------------------------------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> More than US\$10 billion                  | <input type="checkbox"/> Between US\$10 million and US\$100 million |
| <input type="checkbox"/> Between US\$1 billion and US\$10 billion  | <input type="checkbox"/> Less than US\$10 million                   |
| <input type="checkbox"/> Between US\$100 million and US\$1 billion |                                                                     |

19

**For 'Civil Society' and 'Associations', indicate the number of full-time equivalent employees****Note:** Place an X in one box only

- |                                                |                                             |
|------------------------------------------------|---------------------------------------------|
| <input type="checkbox"/> More than 1,000       | <input type="checkbox"/> Between 10 and 100 |
| <input type="checkbox"/> Between 100 and 1,000 | <input type="checkbox"/> Less than 10       |

20

**For 'General Supporters', indicate annual turnover/revenue of applicant organisation****Note:** The ASI Secretariat may request appropriate evidence of annual turnover/revenue from the applicant. Place an X in one box only

- |                                                                    |                                                                    |
|--------------------------------------------------------------------|--------------------------------------------------------------------|
| <input type="checkbox"/> More than US\$1 billion                   | <input type="checkbox"/> Between US\$10 million to US\$100 million |
| <input type="checkbox"/> Between US\$100 million and US\$1 billion | <input type="checkbox"/> Less than US\$10 million                  |

21

**How did you find out about ASI?****Note:** place an X in all relevant boxes

- |                                                                                                             |                                                                       |
|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| <input type="checkbox"/> From a business partner, supplier or customer                                      | <input type="checkbox"/> Through social media                         |
| <input type="checkbox"/> Through participating in another sustainability or responsible sourcing initiative | <input type="checkbox"/> Finding the ASI website through a web search |
| <input type="checkbox"/> At a conference or industry event                                                  | <input type="checkbox"/> Other – please provide details               |
| <input type="checkbox"/> Through industry or consumer media                                                 |                                                                       |

*Form continues overleaf*



## SECTION 3

### MEMBERSHIP COMMITMENT AND CONSENT TO BECOME AN ASI MEMBER

#### The applicant named and described above (or each legal entity forming part of an applicant group):

1. hereby applies to become a member of Aluminium Stewardship Initiative Ltd (ASI) in the membership class determined by ASI, taking into account the applicant's nomination;
2. agrees to be bound by the Constitution of ASI and agrees to support ASI's mission and help ASI achieve its objects;
3. represents that it is not currently engaged in any activity which would be likely to bring ASI into disrepute;
4. agrees that ASI membership and/or certification may be terminated, withdrawn or suspended:
  - if it fails to comply with any undertakings given by it;
  - if its actions or omissions do, or threaten to, bring ASI into disrepute in any way; or
  - as a result of the outcomes of an ASI Complaints Mechanism process;
5. agrees to its name, date of joining, organisational logo and applicable Certification status (as relevant), being listed on the ASI website if accepted as a member;
6. agrees to ensure that:
  - any individual who is the applicant's contact person (for official and general correspondence from ASI) and
  - any other individual who has been nominated to receive general ASI correspondence on behalf of the applicant, has consented to their personal information (as detailed on this application form) being provided to ASI in Australia for such purposes and in accordance with the ASI Privacy Policy;
7. agrees to pay the applicable annual membership fee in order to remain an ASI member;
8. agrees to comply with the Anti-Trust Compliance Policy adopted by ASI in our dealings with ASI and other ASI members;
9. agrees to comply with ASI's requirements relating to the use of ASI's logo and ASI-related claims; and
10. if admitted as a member, irrevocably grants a non-exclusive royalty free licence to ASI to use its logo on the ASI website and for other ASI-related purposes.



#### CHECK THE BOX IF APPLICABLE TO YOUR SPECIFIED MEMBERSHIP CLASS:



##### **Production and Transformation**

**members:** We agree to seek certification against the ASI Performance Standard for at least one facility or product line within two years of joining ASI.



##### **Industrial User members:**

We agree to seek certification against the Material Stewardship criteria of the ASI Performance Standard for at least one facility or product line within two years of joining ASI.

**SIGNED FOR AND ON BEHALF OF  
THE APPLICANT ORGANISATION BY:**



Name:		Date:
Position/ Title:		Organisation:
Signature (Click the box to upload an e-signature):		
<div></div>		
<i>If the signature does not upload, please print and sign the signature page and send us the scanned page, together with this application.</i>		

**Please submit to [info@aluminium-stewardship.org](mailto:info@aluminium-stewardship.org) along with a high resolution file of your organisational logo, preferably in .eps or .ai format.**

**Click to submit!**

***If applying for a Joint Membership, a representative of each Joint Membership holder must sign the application. Please provide an additional signed copy of this page for each legal entity that is part of the Joint Membership.***

**Thank you for  
your interest in  
ASI membership!**

## CONTACT US

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Visit the ASI website or contact us to find out more about our work in progress and how you can join us:

**W**

[www.aluminium-stewardship.org](http://www.aluminium-stewardship.org)

**E**

[info@aluminium-stewardship.org](mailto:info@aluminium-stewardship.org)

Aluminium Stewardship Initiative Ltd  
(ACN 606 661 125)