

MEMBERSHIP APPLICATION

APPLICANT INFORMATION

First Name:	Last Name:
Phone:	Date of Birth:
Email:	Profession:
Current Address:	
Experience in beekeeping (Y/N): If yes, how many years:	Known Allergy to bee stings (Y/N):
EMERGENCY CONTACT	
Emergency Contact (1):	
Relationship:	Phone:
Emergency Contact (2):	
Relationship:	Phone:
SIGNATURE	
<input type="checkbox"/> I agree to the Membership Policy and Code of Conduct	
Signature of Applicant:	Date:

JUNIOR MEMBERSHIP, IF DESIRED

Name:	Date of Birth:
Name:	Date of Birth:
Name:	Date of Birth:
Name:	Date of Birth:
SIGNATURE	
Relationship to the child: <input type="checkbox"/> I authorize the Beekeepers Association to take and publish my child's photograph for marketing material	
Signature of the Legal Guardian:	Date:

Membership Policy

Policy, Procedure and Terms

January 2019

1 Purpose

The Beekeepers Foundation (BF), a Civil Social Establishment licensed by Dubai Community Development Authority, upholds a mission to create a vibrant beekeepers community in the UAE. To support the community and network of beekeepers, the BF has a membership program that brings like-minded individuals together on a common platform. The purpose of this policy is to outline membership terms and obligations.

2 Scope

This policy covers the terms and obligations of BF membership. Through membership, individuals who share a common interest in sustainable beekeeping practices and protecting the natural environment are invited to learn from one another and share experience and knowledge. Membership is open to individuals only. Companies who wish to get involved can do so through sponsorship or partnership opportunities.

3 Policy

The BF will implement a membership program to support its network for knowledge sharing among like-minded individuals. Individuals who wish to participate in the BF platform through membership must accept the below obligations and terms, and carry themselves in an honest and ethical manner in line with BF's Code of Conduct.

4 Procedure

Individuals who wish to become a member of the Beekeepers Foundation must complete a membership application form. Membership applications will be reviewed and considered by the BF president or a representative of the Board of Trustees prior to initial acceptance. Acceptance is based on completed application form, agreement to the terms and conditions, and payment of annual membership fee. Acceptance for membership is at the sole discretion of the BF Board of Trustees.

5 Member Obligations

Members of the BF must meet the following guidelines:

- Fully support the vision and mission of the Beekeepers Foundation and its objectives
- Agree to the BF Code of Conduct, which requires transparent and ethical representation of oneself
- Accept and support sustainable beekeeping practices
- Participate, whenever possible, in BF meetings and activities
- Good standing in community and on time payment of annual membership fees

The BF commits to the following:

- BF will strive to provide a friendly and trusted community
- BF will not share personal contact information of its members to third parties without their permission
- BF will host regular meetings and networking opportunities for members to engage in their community
- BF will provide a platform for knowledge-sharing

6 Membership Terms

- Membership acceptance is at the discretion of the BF board of trustees
- Members will receive a suite of member benefits as outlined by the BF on its [website](#)
- Members agree to the obligations and terms of membership and the BF code of conduct
- Members represent only themselves and not a collective party or company
- The BF Name and Logo is for the use of the BF only and individuals are not allowed to use them for any purpose, occasion or advertising unless the BF has expressly consented to such use
- The BF will disregard those who discredit, damage or negatively impact the reputation of the Beekeepers Foundation
- Should the BF change or amend the membership terms and criteria, they may do so at anytime, and will give members at least 1 month notice before implementing changes

7 Resignation or Termination

Members may wish to terminate their membership at any time without giving reasons. Should a member wish to cancel his/her membership after payment of annual membership fee has been made, the BF will refund the member's fees on a pro-rata basis, upon written notice from the member to the Board of Trustees. The member can re-join the BF again by following the application procedure and receiving approval of the board.

The BF has the right to terminate an individual's membership, should they not fulfil the obligations and terms of membership or if they are found to have a conflict of interest or misrepresented themselves in any way. The BF reserves the right, at its discretion, to suspend or terminate membership when there has been a breach of membership terms and conditions.

Code of Conduct

Policy

January 2019

Purpose

The Code of Conduct links the values of the Beekeepers Foundation (BF) with high standards of behaviour and the ethical conduct of all persons associated with it. It shall apply to every board of trustee, member and volunteer. It is not an all-inclusive document nor can it anticipate all ethical situations that may arise, but it is prepared with intention to prevent any personal or professional conflict and to protect the values and integrity of the BF.

Code of Conduct: Principles of Conduct and Ethics for the Beekeepers Foundation

The Beekeepers Foundation Code of Conduct is laid out in the items below and defines the conduct and standards expected of those related to and representing the BF. It shall be applied with sound judgement.

1. Memberships and Partnerships will be conducted fairly and without discrimination

Membership is open to individuals who wish to join a positive and vibrant beekeepers community in the UAE and support its mission to share know-how and raise public awareness about the importance of bees.

The BF conducts itself fairly and promises equal opportunity, dignity and respect to its members and partners. Relationships in the work environment will be professional and free of bias, harassment and cruelty. Any behaviour displaying such traits is unacceptable and will not be tolerated.

2. Act in the best interest of the BF

BF projects and initiatives are to be carried out with the primary focus of the BF's vision and mission. Those representing BF, whether serving as a member, friend, board of trustee, or volunteer, will do so in a positive manner that will maintain or improve BF's reputation and will further its work and objectives.

Should there be concern of potential conflict of interest, it is the responsibility of the member or volunteer to avert influences that may lead to such conflict and to alert the BF president or board representative (as applicable) so that a solution can be derived in order to avoid any potential conflict (known or perceived).

3. UAE culture and custom will be respected

The people, culture, customs and practices of the UAE will be recognized and respected.

4. Accept accountability and responsibility for one's own actions

All dealings with the BF should be handled fairly and transparently. Each member will take responsibility for his/her own actions and statements, and he/she will be held accountable accordingly.

5. Abide by the laws and regulations established in the UAE and each of the seven Emirates

The BF is subject to the laws, rules and regulations of the UAE and the Emirate of Dubai and any applicable regulations of other 6 emirates of the UAE. It is each person's individual responsibility to understand and comply with the laws and regulations applicable to them. Each individual will be held personally responsible for any improper or illegal acts.

6. Be honest in internal and external communications with stakeholders and the public

Information and communications must be handled with an honest approach. Any information or communication that could be misleading or easily misinterpreted in any way should be avoided. Only individuals who have been appointed by the BF Board of Trustees can speak publicly on behalf of the BF.

7. Treat non-public information with confidentiality and protect it from misuse

Information gathered during the course of business on behalf of the BF is considered valuable information and should be treated with confidentiality unless clearly identified otherwise. Material obtained or created through BF business is the property of the BF. This includes but is not limited to raw data, reports and contact details. All information, regardless of its form or format, should be protected from the time of creation or receipt to its authorized disposal. If there is uncertainty of the level of confidentiality of any information or content, it is the responsibility of the individual to obtain clarification before

sharing the information. Members have the responsibility to protect confidentiality even after they are no longer involved with the BF, and any information or material must be returned to BF immediately upon departure.

8. Maintain accuracy in the book-keeping and reporting of the BF

The BF is committed to maintaining accurate records and financial accounts consistent with legal and regulatory requirements.

9. Promote a safe and healthy environment

The BF is committed to conducting business responsibly and providing a safe and healthy environment for its members. This is the responsibility of all members, and any situation that could result in adverse impacts to an individual or the bee environment must be avoided.

Consequences in case of violation of the Code of Conduct:

For board members, any violation to the Code of Conduct can lead to the potential removal of their position. BF members or friends who violate the Code of Conduct could be subject to removal from membership, at the discretion of the board of trustees. Disciplinary action will be applied at the discretion of the board based on the type of violation.

The Beekeepers Foundation is a Civil Social Establishment licensed by Dubai Community Development Authority