

MEMORANDUM OF UNDERSTANDING

for

An Affiliate of the Career Industry Council of Australia (CICA)

Definition of 'An Affiliate'

'An Affiliate of the Career Industry Council of Australia (CICA)' (for short, 'An Affiliate of CICA' or 'An Affiliate') is an informal category of association with the Career Industry Council of Australia (CICA) open to organisations or groups that are willing to support the vision and mission of CICA such as:

- National (including multi-national) commercial/business/employer organisations or companies
- National industry bodies or organisations
- International bodies or organisations
- Australian divisions/chapters/branches/etc of international bodies or organisations
- National non-profit organisations

Applying to be 'An Affiliate'

Applications must be in writing to the CICA Committee of Management (for short, 'the CICA Council') for association as 'An Affiliate of CICA' outlining the core business of organisation or company, its interest in career development, and, in particular, in supporting the vision and mission of CICA.

The CICA Council in its sole discretion has the right to accept or reject any and all applications to become 'An Affiliate'.

Accepted applicants become 'An Affiliate of CICA' upon signing this Memorandum of Understanding and upon paying any and all relevant Annual Affiliation Fees.

Memorandum of Understanding (MOU)

The relationship between CICA and 'An Affiliate of CICA' begins from the date this MOU is signed-off by the President of CICA and continues for a period of 12 months from this date.

CICA in its sole discretion may terminate the relationship at any time during this period. The relationship may also be terminated at the written request of the Affiliate.

Annual Affiliation Fees

The Council in its sole discretion has the right to

1. Set any and all Annual Affiliation Fees payable by An Affiliate of CICA (see below)

2. Alter and/or change the Annual Affiliation Fees payable without prior notice
3. Waive any and all Annual Affiliation Fees.

For amount of Affiliates' Annual Affiliation Fees refer to attached schedule.

Affiliates of CICA agree to:

- Support and promote the vision and mission of CICA.
- Represent their affiliation with CICA in an ethical manner which conforms to the Code of Ethics in the *Professional Standards for Australian Career Development Professionals*
- Not claim, imply or infer any endorsement by CICA of their organisation or company, its activities or products
- Use CICA property such as its logo, publications, documents, forms of communication only with CICA's express permission and in accordance with the rules for use that CICA determines
- Pay any and all Annual Affiliation Fees set by the CICA Council in its sole discretion.

CICA agrees to provide Affiliates with the following benefits:

- Copies of any electronic or print newsletters that may be or are circulated by CICA
- Access to the CICA website, except for any area/s restricted to 'members only' by the Council in its sole discretion
- Advance notice of, and invitation to participate in, CICA activities and events as determined by the Council in its sole discretion
- Permission to list that they are 'An Affiliate of the Career Industry Council of Australia (CICA)', but excluding the use of the CICA logo, on their letterhead or documentation but without this implying, inferring or providing any endorsement by CICA of the organisation or company, its activities or products.
- Right to put forward views and opinions on issues under consideration by the Council, unless the issue/matter is restricted to 'members only' by the Council in its sole discretion
- Right to propose issues to the Council for its consideration
- Opportunity, if invited to do so by the Council in its sole discretion, and at their own expense, to attend as an observer some or all special and general meetings of CICA.

Organisation applying to become An Affiliate of CICA:

Organisation NAME: _____ (Please PRINT)

Principal Officer Signature: _____ Date: _____

NAME: _____ (Please PRINT)

TITLE: _____ (Please PRINT)

Career Industry Council of Australia (CICA):

President Signature: _____ Date: _____

NAME: _____ (Please PRINT)