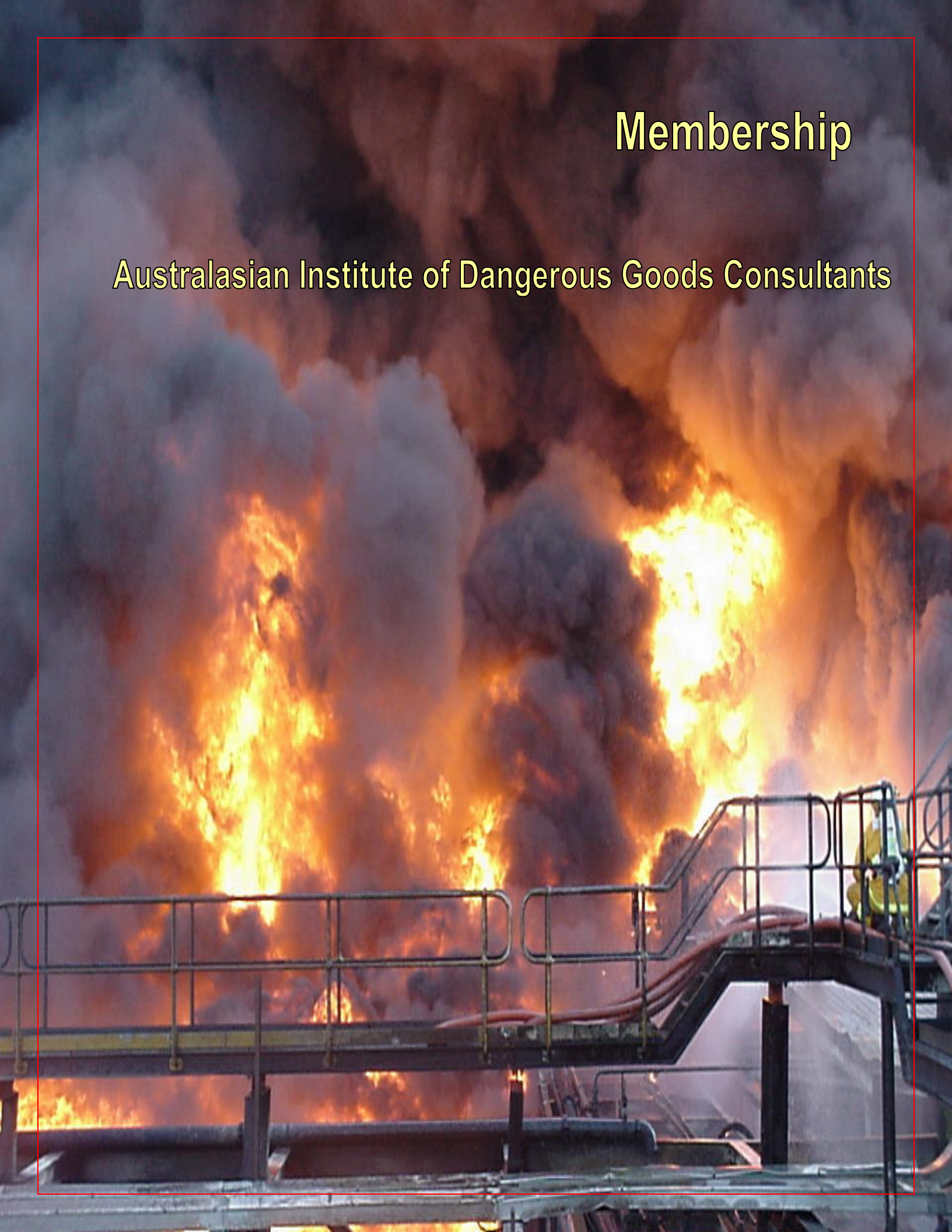


# Membership

Australasian Institute of Dangerous Goods Consultants





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## 1. Role of the AIDGC

The AIDGC was formed in 2002 to act as a professional body for Dangerous Goods Consultants in anticipation of changes to the Dangerous Goods Regulatory environment arising from the development of the NOHSC National Standards and the intent of WorkCover NSW to dissolve its accreditation process in 2003.

The aims and objectives of the Institute comprise:

- *To provide a professional body to represent Members.*
- *To establish an incorporated body to set standards of regulation for the conduct of Members in the form of a Code of Ethics and a Code of Practice to which membership compliance is required.*
- *To provide a system of ensuring, so far as is practicable, the competence of Dangerous Goods Consultants through competency assessment of member consultants – this competence being in both the application of prescriptive standards and in risk-management based methodology.*
- *To provide a focus for Dangerous Goods Consultants throughout Australasia to contribute to the development and review of Australian and joint Australian/New Zealand Standards and Codes of Practice and to coordinate comment on proposed regulations.*
- *To provide and promote an ongoing program of professional development for member consultants including specialised technical and business training forums and publications.*
- *To benefit the community as a whole by providing information on how the pool of specialised knowledge on dangerous goods and other related matters may be accessed.*

The current Membership includes practitioners employed in organisations with significant dangerous goods operations, consultants working within larger multi-disciplined consultancies and self-employed consultants. The AIDGC aims to support the needs of all these practitioners.

Membership of the AIDGC will provide Members with professional recognition that they are competent to advise on the storage, handling and use of dangerous goods and related operations.

Because of the Institute's competency assessment entry requirement combined with industry experience, WorkCover recognises full AIDGC membership as evidence of competency.



## 2. Membership of the AIDGC

There are several types of AIDGC membership - Member, Associate Member, Fellow, Corporate Member and Honorary Member.

### **MEMBER:**

This is the minimum classification for active Member consultants of the Institute and is granted on successful completion of membership requirements that include:

- Membership competency assessment.
- Satisfying the Board of an appropriate background of competence in the storage handling and use of those classes of dangerous goods sought in the membership register. Competence is judged on a combination of relevant experience and formal and/or informal education and training.

### **FELLOW:**

A Fellow is a Member with a minimum of five years Membership and who has provided exemplary service to the Institute and/or has achieved a high level of professional performance in the field of dangerous goods.

A Fellow will be elected by a resolution of a General Meeting of the Institute.

### **ASSOCIATE MEMBER:**

Associate membership is open to applicants who can demonstrate an interest in the storage, handling and use of dangerous goods, but who are not Members.

Associate Members may avail themselves of membership services; however they will have no voting rights. To gain Associate Membership, an applicant must demonstrate to the Board appropriate interest in the storage, handling and use of dangerous goods by:

- Being a person studying a relevant discipline; and/or
- Working in an environment associated with the storage, handling and use of dangerous goods; and/or



# Membership Package

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- By having been a Member who no longer wishes to maintain Member status because of retirement or of no longer working in the field.

## **CORPORATE MEMBERSHIP:**

Corporate Membership is available to companies and government organisations that are able to demonstrate to the Board:

- That their business is in, or is allied to, the dangerous goods industry.
- Is a reputable organisation, and
- Membership is to the benefit of both parties and to the dangerous goods industry to form a partnership.

A Corporate Member may nominate a number of representatives by name who will have equivalent privileges to those of an Associate Member.

A Corporate Member will be entitled to promotional activities within the Institute as may be sanctioned by the Board.

## **HONORARY MEMBER:**

An Honorary Member may be nominated by a Member and be elected by a unanimous resolution of the Board.

An Honorary Member will have provided an exemplary contribution to the advancement of the safe storage, handling and/or use of dangerous goods through administration, regulation or technical development and election will enhance the reputation, aims and objectives of the Institute.



## 3. Benefits of AIDGC Membership

### **Member / Associate Member / Fellow / Honorary Member**

- **Industry contacts.**
- **Monthly Newsletter.**
- **Seminars, site visits and technical presentations.**
- **Free attendance at Annual Conference.**
- **Links to associate organizations - Pacific Forum, Australian Standards Association, WorkCover NSW.**
- **Listing on the AIDGC website as Member Consultant or Associate Member or Fellow or Honorary Member.**
- **Access to technical expertise and mentoring.**
- **WorkCover have indicated their acceptance of AIDGC Member Consultants as being competent to review facilities and operations for the transfer, storage, handling and use of dangerous goods and related operations, consistent with the class or classes nominated in the Member listing.**

### **Corporate Member**

- **Introductory editorial of a maximum of 250 words in the AIDGC Newsletter.**
- **Organisation name and contact telephone number listed in each edition of the AIDGC Newsletter.**
- **Up to two nominated persons will be entitled to attend the AIDGC Annual Conference free of charge – with attendance of additional persons at normal rates.**
- **Hyperlink from the AIDGC website to your website.**
- **'Preferred Supplier' listing on the AIDGC website.**
- **Discounted rates for promotion in the AIDGC Newsletter and at the AIDGC Annual Conference as approved by the Board.**
- **AIDGC presentation plaque for display at your premises.**
- **Monthly Newsletter**



## 4. Joining the AIDGC

### Member

Applicants for the grade of Member may have acquired experience as a result of formal training, of broad industrial experience and/or of regulatory experience.

- Applicants for the grade of Member must document their relevant training and experience in a written submission to the Institute and satisfactorily complete a competency assessment.

### Associate Member

Membership is open to applicants who can demonstrate an interest in the storage, handling and use of Dangerous Goods, but who are not Member consultants.

To gain Associate Membership, an applicant must complete the application form and demonstrate to the membership committee, interest in the storage, handling and use of dangerous goods by:

- Being a student studying a relevant discipline; or
- Working in an environment associated with the storage, handling and use of dangerous goods; or
- By having been a Member consultant who no longer wishes to maintain that status because of retirement or is no longer working in the field.

### Fellow

For the grade of Fellow, a Member must have provided exemplary service to the Institute, or have achieved a high level of professional performance.

To be eligible for the grade of Fellow, a Member must have held the grade of Member for a period of not less than five years.

**Corporate Membership** is available to organizations associated with the dangerous goods industry.



## 5. Continuing Professional Development

- In recent years, the safe storage, handling and use of dangerous goods has become a focus of regulators and organisations other than WorkCover NSW. The AIDGC has been embarking on awareness programs for Local Government and the insurance industry. Both groups have become increasingly proactive.
- The AIDGC holds an annual conference which covers a broad range of topics outside the regulatory sphere that are of interest to industry at large. These seminars are an educational opportunity for industry.
- Each year the AIDGC programs technical and business seminars for Members as well as opportunities to visit dangerous goods sites.
- The AIDGC holds information and interpretation sessions on Australian Standards for Dangerous Goods manufacture, storage and transport.
- Competency Assessment by distance education provides the opportunity for applicants to satisfy the AIDGC member entry requirements.



## 6. AIDGC Competency Assessment

- One of the conditions for full membership of the Institute is to achieve a pass standard at a competency assessment convened by the Institute.
- Members may undertake the competency assessment in one or more categories of dangerous goods. The categories of dangerous goods comprise:
  - Class 2            Other than LPG
  - Class 2            LPG only
  - Class 3            Package Storage only
  - Class 3            Bulk Storage only
  - Class 4
  - Class 5.1
  - Class 5.2
  - Classes 6.1, 8 & 9.
- Any candidate who nominates for Class 3 Package Storage plus any other two categories out of Classes 4 to 8 may offer themselves for competency assessment in the warehousing of mixed classes of dangerous goods as described in AS 3833.
- Successful completion of the competency assessment, together with satisfying the membership panel that you have an appropriate background to support your claim for competence (gained through a combination of relevant experience and formal or informal education and/or training) in the storage and handling of those classes of dangerous goods for which you are seeking listing in the membership register, will entitle a candidate to be considered for the grade of full Member of the Institute. Prospective members must make a formal commitment to be bound by the Rules and Bylaws of the Institute and to maintain levels of competence through on-going continual professional development prior to the Board of the AIDGC granting full membership.
- A register will be maintained by the Institute listing Members and the category/ies of dangerous goods for which they have been assessed for competence and for which they have satisfied the criteria for experience. This listing is available on the AIDGC website (<http://www.aidgc.com>) for the guidance of potential clients.
- Arrangements can be made to complete the competency assessment at a location of the candidate's choice under the supervision of an approved Supervisor.

**Enquiries should be directed to the Competency Assessment Convenor  
Ross Underwood.**

**Phone (02) 9876 6828, by fax to (02) 9876 3827**

**Email to [sets@ozemail.com.au](mailto:sets@ozemail.com.au)**



## 7. Partnering the AIDGC

If your Organisation is working with dangerous goods, either in manufacture, processing, handling, transport, storage or use, the AIDGC is interested in discussing the mutual benefits of partnership.

- We need your industry input. AIDGC Members work in, for and/or with your industry.
- We would like you to make presentations during Member seminars or host a site visit.
- As a group, the AIDGC has formed working relationships with the occupational health and safety arms of government including Department of Infrastructure, Planning and Natural Resources (DIPNR) NSW, the NSW Department of Environment and Conservation (DEC) and WorkCover NSW. AIDGC is in a position to assist your business in complying with legislation and government requirements.
- Our Members know the current relevant legislation, ISO and Australian Standards and how to apply these and other standards and codes of practice to your business.
- We can offer direct contact with all formally recognised dangerous goods consultants throughout Australia and Australasia.
- Our networks include major companies and consultants throughout the Pacific region.
- Through our monthly Newsletter, we can give promotional coverage directly targeted at your customers.
- Through our website (<http://www.aidgc.com>) we can provide a hyperlink and direct access to your business.
- Part of the role of the AIDGC is to act as an intermediary between government and industry.

**For further information on joining with AIDGC in partnership, please contact Terry Grainger, telephone 0408 677 982 or [tgrainge@bigpond.net.au](mailto:tgrainge@bigpond.net.au)**



## 8. Frequently Asked Questions

***Question: Can the AIDGC provide advice on the interpretation of regulations, codes and standards?***

The AIDGC is an umbrella organisation for its members and is unable to give direct advice in its own right. It will however refer enquirers to its Members. The enquirer can then select a Member to approach and obtain advice under the commercial terms offered by that Member.

***Question: Can the AIDGC provide official interpretation of regulations, codes and standards?***

The AIDGC cannot provide official interpretation of regulations, codes and standards. WorkCover have advised that the Dangerous Goods Hotline will be maintained and that the Chemicals Management Group will be able to give advice on these matters.

The AIDGC will refer enquirers seeking official interpretations either to the Hotline or to its membership list. The enquirer may then select a Member to act on its behalf in seeking an official interpretation from the Chemicals Management Group. This, of course, would be a commercial transaction.

***Question: Can member's clients lodge complaints regarding members with the AIDGC and how are they handled?***

Clients, customers and interested persons may lodge complaints regarding members with the AIDGC. Such complaints must be submitted in writing to the Secretary and must be restricted to a potential breach of the AIDGC Rules of Incorporation, By-Laws, Code of Conduct or Code of Ethics.

***Question: Can the AIDGC advise or assist members who are in dispute with a client?***

Under certain circumstances, the Board of the AIDGC may provide technical advice to a member. This advice is restricted to that which may be substantiated by National or State Acts, Regulations, Codes and/or AS/NZ Standards.

***Question: Can the AIDGC assist in resolving disputes between members?***

As in the previous question, the Board of the AIDGC may provide technical advice under certain circumstances. If the dispute relates to a breach of the AIDGC Rules, By-Laws, Code of Practice or Code of Ethics, it will be handled through the Complaints Committee system.



## 9. Contacting the AIDGC

- Our AIDGC telephone contact is **(02) 9430 6739**.
- You can write to us at **PO Box 624, Gladesville, NSW, 2111**.
- The AIDGC has established a website – **<http://www.aidgc.com>**. There you will find a list of Member Consultants together with the classes of Dangerous Goods for which they have been successfully assessed for competence. This will enable organisations seeking the services of a competent practitioner to identify and contact a suitable person.
- WorkCover have indicated that since 28 February, 2003, they refer enquirers regarding competent practitioners to the AIDGC website and Secretariat.



## **FORMS**

**Schedule of Membership Subscription Fees**

**Application for Membership**

**Application for Corporate Membership**