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Australasian Pozzolan Association (APoza)

An incorporated Association under the

NSW Associations Incorporation Act

Registered No: INC 1801731

Prospective Member Information Package

1.0 INTRODUCTION

The **Australasian Pozzolan Association** ('APozA') was formed by a leading group of companies involved in natural and manufactured pozzolan supply chain such as; producers, processors and users following a series of stakeholder meetings and Forum conducted in October 2018.

The term 'Pozzolan' used in the name of the Association more accurately reflects the material characteristics of interest to the initial members, which don't fit within the charters of any existing Associations interests or material defined as; cement, lime, amorphous silica, slag or coal ash.

Pozzolans can include a broad category of materials, both naturally occurring and by-products of various manufacturing processes but can be generally defined as being mainly siliceous or silico-aluminous material that will, in finely divided form and in the presence of moisture, chemically react with calcium hydroxide at ordinary temperatures to form compounds having cementitious properties. Typical pozzolans found across Australia fall into either 'manufactured' or 'natural' sources.

Manufactured Pozzolans	Natural Pozzolans
<ul style="list-style-type: none">• Lithium mining by-products• Ferro-nickel slag• Metals extraction by-products• Waste to Energy (WtE) by-products• Red mud• Glass waste• Calcined clay• Rice husk ash	<ul style="list-style-type: none">• Volcanic rock/ash• Geo-silica• Kaolin• Metakaolin• Chert• Shales• Tuffs• Diatomaceous earths• Pumice

Table 1 - Typical pozzolans found across Australia

During the Forum in October twenty two (22) stakeholders participated in completing a heat mapping exercise. Based on feedback from participants was clear and common interest to addressing challenges to increase user, business and government awareness of the construction properties and value-added benefits derived from current natural and emerging manufactured pozzolan sources, e.g. lithium mining by- products.

In the case for manufactured pozzolans, being by-products of various mining, metal extraction, resource and energy recovery processes, an **important role of APozA** will be; (1) to advocate for the beneficial utilisation of these by- products, in particular the; (2) resource recovery benefits to the environment and economic sustainable development for all stakeholders, (3) contributing to a sustainable circular economy.

The **APozA primary objective** will be to provide formal representation and a voice for members on par with that available to other industry segments within the construction

industry. Initially the Association has committed to investigating and developing a new Standard to facilitate market development of pozzolans into value added applications. The collection and publication of production and utilisation of natural and manufactured pozzolans data will be an important objective for the Association, in particular applications and end uses by regions.

2.0 VISION, MISSION AND OBJECTIVES

Vision

The Australasian Pozzolan Association Inc. (APoza) is an independent, authoritative and credible central reference point for all stakeholders (Members, Community, Educators and Government) on all matters regarding natural and manufactured pozzolans.

Mission

To promote effective and beneficial use of natural and manufactured pozzolans utilising standards, encouraging research and providing educational forums where the stakeholder information is exchanged that promotes a greater understanding of this valuable resource among supply chain stakeholders.

Objectives:

- To represent the membership at all levels (government, business, community) and help facilitate the continued growth in the beneficial use of natural and manufactured pozzolans;
- To investigate and exploit the technical merits of natural and manufactured pozzolans in current applications or to further develop the material in other end use application;
- To promote and stimulate the use of natural and manufactured pozzolans consistent with the public interest and to perform all desirable and lawful functions necessary for the efficient, constructive and beneficial operation of the Association;
- To co-operate with other associations, technical societies, laboratories and governmental bureaus to the end that full recognition be accorded to natural and manufactured pozzolans, in all uses that may be developed for it, as a well-defined, technically desirable mineral; and
- To facilitate co-operative Research and Development activities which have the potential to lead to new applications or extend or support the expansion of current applications for the material.

3.0 MEMBERSHIP, GOVERNANCE AND MANAGEMENT STRUCTURES

The APoza has been initially incorporated under the Associations Incorporation Act (NSW) but is currently investigating transferring its registration to be regulated under Australian Securities and Investment Commission (ASIC) as a Company Limited by Guarantee. This structure is preferred to accommodate legal needs of multinational companies seeking membership the Association registered with ASIC and legal reach across all States and Territories.

Being a not-for-profit organisation created to undertake industry market development, encourage research and technology transfer on behalf of its members, defined as 'Resource Development' the Association is exempt from paying income tax in Australia.

Membership fees accordingly are considered a tax deduction for R&D purposes. The Association has adopted a constitution setting out its governance, membership structures and rights. In summary,

The Association has adopted three (3) categories of membership:

Category	Definition & Rights	Board Approved Fee
Sustaining Member	can be either; a Producer; Processor; Researcher; or User of natural and manufactured pozzolans. The fee is set annually by the Board. Sustaining Members are automatically appointed to the Management Committee, have voting rights at all Association meetings and are eligible to stand for election as Office Bearers	\$75,000 +GST
Full Members	can be either; a Producer; Processor; Researcher; or User of natural and manufactured pozzolans. The annual fee is set annually by the Board. Full members have voting rights at all Association meetings.	\$5,000 + GST
Associate Members	can be either; a company; a government authority; a research institute; a trade Association engaged in the provision of services impacting on the natural and manufactured pozzolans. The annual fee is set annually by the Board. Associate Members do not have voting rights	\$ 500 + GST

The Association operates on a consensus basis. Accordingly, all matters related to changes to our objects and constitution must be put before the Association members and require a majority vote. The ideals of consultation and cooperation are encouraged for the development of all positions to be taken by the Association.

The governance of the Association shall provide the following Committee structures for member participation, consistent with rights associated with each grade.

A **General Meeting** of all members will be the ultimate governing body of the Association and, at least once yearly, will be responsible for resolving the following:

- receive annual financial statements and adopt where appropriate;
- elect members to the management committee;

- receive other general business.

The **Management Committee** consisting of Sustaining and Elected members from the **General Meeting** are ultimately responsible for all matters relating to the monitoring and review of the association between **General Meetings**; responsibilities include:

- meet a minimum of three (3) times each year to conduct its regular business;
- govern rather than manage the organisation;
- determine and approve an annual plan which sets out all policy and activities to be executed;
- make decisions on management proposals, consistent with the objects as determined by the **General Meeting**.

Technical and Research Committee meetings are convened as required to:

- nominate and represent the Association on Standards Australia Committee(s);
- discuss, debate and develop positions on matters considered important to members;
- ensure that information on industry developments is exchanged; and
- focus on technical and research program issues.

The Association secretariat support is contracted through HBMG Group being a specialist association management company. The secretariat provides an Executive Director (ED) responsible for managing the day-to-day operations, support staff and management of all external research and development organisations and relationships. In particular the ED is responsible for the management and further development of the following APoZA initial priorities:

- to represent the Association at all levels of government and help facilitate the continued growth;
- to represent the Association at conferences and meetings which are of relevance to its objectives and consistent with current priorities;
- to maintain and grow Association membership revenue streams, through increasing participation rates of members;
- to provide strategic management and leadership of the Association and relevant program in consultation with the chairman and the management committee.

4.0 STRATEGIC POLICY AND PLANS

The Association will develop and maintain a rolling three (3) year industry business plan which will be reviewed annually to guide activities and direct resources appropriately. The objectives will be established with the approval of the Management Committee until the next review.

The APoZA has adopted three (3) strategic themes which are focused in the following priority areas, in order to provide valuable outcomes to members. These are broadly:

- Establish a credible central reference point for natural and manufactured

- pozzolans;
- Provide technical representation and submit a project to create a new Australian Standard for natural and manufactured pozzolans;
- Advocate for beneficial use of natural and manufactured pozzolans.

PROMOTIONS AND TECHNOLOGY TRANSFER

Activities undertaken by APozA to promote the use of natural and manufactured pozzolans include:

- stimulate, coordinate and/or fund research to promote understanding about natural and manufactured pozzolans;
- educate through conferences and seminars, presenting papers and industry displays about natural and manufactured pozzolans;
- research, develop and publish technical reports about natural and manufactured pozzolans.

6.0 ASSOCIATION RULES

The Association has adopted the model rules of the New South Wales Associations Incorporation Act with minor modifications to suit the Association's needs. Copies are available upon request.

*Australasian Pozzolan Association
February 2019*

ATTACHMENT – MEMBERSHIP APPLICATION



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Nominee name: _____
Company name: _____ Position: _____
Registered address: _____
City: _____ State: _____ Postcode: _____
Telephone: _____ Email: _____
Mobile: _____

Please indicate which of the following “activity” best describes your operations. Choose one or more if applicable.

- | | |
|--|--|
| <input type="checkbox"/> Producer (Generator /Source) | <input type="checkbox"/> Processor (e.g. Marketer – refining/value adding) |
| <input type="checkbox"/> Users (e.g. Construction Materials) | <input type="checkbox"/> Researcher |
| <input type="checkbox"/> Consultant | <input type="checkbox"/> Engineer/Specifier |
| <input type="checkbox"/> Government Body | <input type="checkbox"/> Other : _____ |

We hereby apply to become a:

- | | |
|--|---|
| <input type="checkbox"/> Sustaining Member | <input type="checkbox"/> Associate Member |
| <input type="checkbox"/> Full Member | |

Describe type of pozzolan and volume your operation produces or use? (annually)

Of the above named incorporated Association. In the event of our admission as a member, we agree to be bound by the rules of the Association for the time being in force, and nominate the above named as our representatives in Association matters.

Signature of authorised representative of the applicant

Date