



# NSW & ACT Prospectors and Fossickers Association Inc.

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*“Fights for fairer access to land in NSW and represents the interests of prospectors and fossickers”*

## NAPFA Policy for Vetting New Members.

### Introduction

NAPFA provides a service to the Prospectors and Fossickers of NSW and the ACT, and represents them and their interests as a peak body at various levels.

NAPFA makes recommendations and deals with legislation and regulation, which being NAPFA's core role is reflected in the objects of the association, its goals and its code of conduct. NAPFA's credibility in these forums is essential to the running of, and the effectiveness of the association.

This is directly reflected by the actions and behaviours of NAPFA's members.

Prospectors and Fossickers operate mostly in the public arena, they must comply with multiple Acts and Regulations where environmental sensitivities and competing interests are high. Any adverse actions and behaviour by members is more easily recognised, detected and published by others, which elevates the risk of damage to NAPFA's credibility.

There exists a significant security risk to the associations members, as they search for and recover valuable commodities such as gold and gems. This attracts criminal elements to focus on the Prospecting and Fossicking community.

It is essential in maintaining NAPFA's reputation and high standards that risks posed to NAPFA and its members by those nominating for membership (new applicants) are managed.

### Objectives

The aim of this policy is to ensure that NAPFA manages the risks new applicants may pose to NAPFA and its members by:

- (a) Conducting appropriate screening procedures into a nominees background to determine what risks, if any, exist; and
- (b) Refusing membership to nominees posing an unacceptable risk.

Once an application is received as per NAPFA's constitution Part 3 (1) Nomination for membership, the Secretary will refer it to the Committee as per Part 3 (2) where the Committee must determine whether to approve or to reject the nomination.

This policy implements a procedure for the Committee to exercise in its duties under Part 3 (2) of the NAPFA constitution.

## **Procedure**

The Secretary, or delegated membership officer, when referring a nomination to the committee shall include the full name, address and other details as the Committee decides.

The Committee will take whatever steps it sees fit to enquire into, or investigate an applicant's background, actions and behaviours. This may include but not be limited to searching and sourcing information from:

- (a) NAPFA and its members;
- (b) Other Prospecting and Fossicking Associations, clubs, and groups;
- (c) Any other organisation or individual as it sees fit;
- (d) Any published sources including web based forums and social media; and
- (c) The nominee themselves.

Committee members will report any information concerning a nomination to the Committee.

At any time during the process, if a Committee member considers that a nominee poses any risks to NAPFA by either their own consideration, or using the criteria, then they shall:

- (a) Notify the Committee immediately and the nomination will be withheld; and
- (b) Table the issues in writing as soon as practicable to the Committee.

After a minimum of 2 weeks, and replies from a quorum, the Committee will assess the information it has sourced regarding the nominee and check against the risk criteria in order to determine eligibility.

## **Risk Criteria**

The Committee may use any information to assess and determine what risks, if any, exist to NAPFA.

In particular, any of the following criteria shall be classed as a high risk where a nominees actions and behaviours:

- (a) Have not met the objects of the Association, its goals, or its code of conduct;
- (b) Has seen the nominee to have been a member, representative or supporter of any organisation that in any way has demonstrated conflicting views to NAPFA's objects, goals, or code of conduct;
- (c) Show any reason whatsoever to indicate that they may not follow objects of the Association, its goals, or its code of conduct in the future;
- (d) Show any reason whatsoever to indicate that the applicant may not support NAPFA, its activities and members, or the Prospecting and Fossicking community in the future; and/or
- (e) Pose a potential security risk to the Association, its activities, members, or the Prospecting and Fossicking community;

In the event of a potential risk(s) being determined, then the application is to be withheld and the committee notified of the particular issues.

The Committee may at its discretion, depending upon any risks that become evident:

- (a) Approve an applicant to become a member;
- (b) Withhold an application pending further investigation; or
- (c) Refuse an application.

In the event of a quorum approving a nominee, no adverse issues being raised and the minimum time frame passing then the nominee shall be approved.

In the event of part (b) above, the committee must complete any enquiry or investigation and make a determination within 12 weeks from when the nomination was originally received by the committee.

In its determination, the Committee may rule in favour of the nominee if high risk exists, provided that the Committee is satisfied that the risk has been mitigated.

All aspects of the committee's decisions, discussion and research into a nominee is to be kept confidential, and details may only be released at the Committee's discretion.

### Process after determination

Once the Committee has determined whether to approve or to reject the nomination as per Part 3 (2) of the constitution, the Committee will continue to follow Part 3 (3) of the constitution and notify the nominee, in writing, that the committee approved or rejected the nomination (whichever is applicable).

### Flowchart

The flowchart simplifies the process.

