



Membership Policy

1. Policy

The Charity can only deliver its objectives through its members and volunteers. Operation Florian promotes and encourages active participation in all areas of its activities.

All members have equal value to the Charity and we will establish culture and values that support each individual's contribution whilst maintaining the Charity's purpose.

Members and Volunteers undertake many different tasks and can be involved in as much or as little as they wish. Information regarding the Charity can be obtained from the Charity's website or through the Administrator.

2. What is expected of Members:

Operation Florian is a Charity that requires its members and volunteers to deliver its purpose and will be required to formally agree to serve the Charity faithfully and to agree to meet its purpose especially as it applies to its equality and diversity practices and by observing religious and local customs.

You will not only be a representative of the Charity but also of your own Fire Service/Employer and Country.

3. How to Become a Member

Members should have read and accepted the **Ethical Governance Policy** and the **Charity's Constitution** prior to applying. Should you wish to proceed with membership then applications can be made by downloading a **Membership Form** from the website or through the Charity Administrator who can be contacted via the website, e-mail or at the Charity's address. An application form will be e-mailed or posted as requested. Once completed the form should be returned to the Administrator at the Charities registered address.

When the application form has been received it will be presented at the next Trustees meeting (held quarterly). If approved the applicant will be asked to provide 2 passport size photographs of themselves (one for file, one for ID Badge), they will then be issued with their individual ID badge. If the application is not accepted the applicant will be informed in writing and reasons given why the application was rejected.

All personal details will be held on a database and will only be used for Operation Florian purposes and will not be shared with any other person or organisation without your express permission.

4. What Members do:

There are many areas where member participation is welcomed, this can include but not exclusively;

Fundraising
Undertake Missions in the UK
Undertake Missions Abroad
Serve as an Official

Current members can become Trustees and Officials. If they wish they can be considered for election into any vacant position or at the end of term elections for any existing officials they need to advise the Administrator who will provide the relevant forms etc. Each candidate will need to be nominated and seconded for their nomination to be valid.

5. Suspension of Membership or Expulsion:

The Charity reserves the right to expel or suspend for any suitable time period, any member or volunteer whose actions or performance, after careful consideration of all the facts (including from the individual themselves), is contrary to the purpose, ethos or acceptable behaviours of the Charity.

Any individual who is being considered for suspension or expulsion may appeal to the Trustees (excluding the President & Chair) and seek a personal hearing and present mitigating evidence after which the Trustees will formally advise the member accordingly informing them of the duration if any suspension. Further appeal actions can be found in following section.

6. Rights of Appeal

Should a member wish to pursue their right of appeal against suspension or expulsion the following procedure should be followed:

A request in writing to the President and Chair within 14 days of the outcome from Trustee meeting. Notification will be issued that further consideration is being made.

The President and Chair will consider all the facts and will be assisted by a specially formed panel of 3 peers, one of which may be chosen by the individual concerned.

The result of this meeting will be put in writing to the individual within 14 days of the meeting date.

7. Resignation of Membership

Any member may resign their membership at anytime by writing to the Administrator at the registered address who will acknowledge receipt and confirm that any personal records will be permanently removed from the Operation Florian database. Members will be asked to return any equipment including ID badges that they have been issued from the Charity.

Further documents to be read in conjunction with this Policy

Ethical Governance Policy
Charity's Constitution