



Membership Application Form

Personal and Professional Details for the Handbook on the Members Only Website

PLEASE PRINT CLEARLY

Formal Title, Initial(s) and Surname:	
Forename :	
Job Title :	
Period in Current Post :	
Is this health & safety related post full time? * If not, then how much of your time is dedicated to health & safety?	Yes / No %
Workplace address :	
Postcode:	
Telephone No(s):	
Mobile Phone No:	
E-Mail: <i>ISTR will use this email to stay in touch and to connect you to the Institute's HASNET-ISTR mailbase.</i>	

Job content elements related to Health & Safety:

General Biological Chemical Construction Engineering Environmental Fire
 Occupational hygiene and Occupational health Radiation Training

Other (please specify).....

Which of the above is your Primary Job element?

Past employment(s):

Examinations passed and membership of professional bodies: *

eg. BSc, MSc, PhD, NEBOSH Dip., CChem, MIEE, CMIOSH, Tech IOSH, Grad IOSH, MInstP, MRSC

Specialised knowledge, areas of experience in past or present employment related to health & safety.

* *Please refer to the notes on membership criteria at the end of this form*

I wish to be considered for membership as:

IMPORTANT After reading the membership criteria at the end of this form or in the 'Information for Prospective Members' leaflet, please tick one box. If you are applying as a MEMBER and have concerns about your eligibility please contact the Membership Secretary (see contact details below), in confidence, before applying.

MEMBER

See conditions below

Referee 1: Are they a Member/Fellow of ISTR Yes <input type="checkbox"/> / No <input type="checkbox"/>	Referee 2: Are they a Member/Fellow of ISTR Yes <input type="checkbox"/> / No <input type="checkbox"/>
Name	Name
Job Title	Job Title
Address	Address
Postcode	Postcode
Email	Email

At least one referee should be either a current Member or Fellow of ISTR. Contact the Membership Secretary if you do not know of any. In the event that a suitable referee cannot be identified, a reference supporting your application from a suitable senior manager at your workplace, e.g. Director of Health and Safety, will be required.

ASSOCIATE

See conditions below

✓ I enclose my payment of **£20.00** for either grades of membership made in respect of my subscription by;

Cheque in the post payable to the 'Institute of Safety in Technology and Research' (with a copy of this form) OR

BACS / Internet Banking

Note: Tax relief can be claimed from HMRC on membership subscriptions. [See letter from HMRC for more information.](#)

ISTR Bank Details (ISTR account ref: HSBC Sort code 40-31-30 A/C No 21519565). **Should you choose to use this method please ensure your Initials and Surname are referenced with the payment, this will allow the Treasurer to identify your payment.** (Please refer to the notes on subscriptions at the end of this form)

✓ I have completed the 'Personal and Professional Details for the Handbook' section to support my application and provide information for the next edition of the Institute's Handbook on the Members Only website.

I understand that:

- referees may be approached regarding my application (Members only).
- if my application is unsuccessful, my cheque and this application form will be returned to me in the strictest confidence.
- the details provided on this form may be held by the Institute on computer.

Signature : Date:.....

By submitting this form you are agreeing to abide by the constitution of the Institute.

Please indicate your method of payment in the section above as payment must be received by the Institute before any application can be considered.

Send completed Application Form and Cheque to:

Liz McMinn PhD GradIOSH MISTR
Campus Senior Health & Safety Advisor, Wellcome Genome Campus, Hinxton, Cambridge, CB10 1SA
istr-membershipsecretary@istr.org.uk

Notes on the Criteria for Membership

Member

In view of the wide knowledge and experience required of Members, qualification at graduate or equivalent level in an appropriate discipline is normally required by the Institute. Those applying to be a Member would normally be expected to have **at least two years experience of safety related work** at one of the following: a University where scientific research or technology are a significant part of the activities; a research or technological Institute; or science or technology based industry. **Where an applicant's role is part time in Health & Safety the minimum qualifying period is to be extended pro rata.**

Applications should be supported by the names of two referees, one of whom should be a Member or Fellow of the Institute.

Members may use the designatory letters MISTR.

Associate Member

Persons whose knowledge and experience do not qualify them as Members can join as Associates provided they can satisfy the Executive Committee that they have a sufficient interest in the activities of the Institute.

Applications for Associate Membership do not require referees.

References:

Extract from the Constitution of the Institute. (see <http://www.istr.org.uk/infpm.shtml>)

A/3 Members

- A/3.1 *The category of Member will be open to persons who can demonstrate to the Executive Committee that they have attained graduate or equivalent level qualifications in a scientific, technological, or engineering discipline and adequate experience in one or more of the disciplines of safety within the areas of interest defined in clause 3.3 of the Constitution.*
- A/3.2 *In assessing an applicant the Executive Committee will consider all the relevant facts, including formal qualifications, and experience. **Periods of experience of less than two years (full-time appointments) or four years (part-time appointments with 50% of time allocated) within the disciplines of health and safety in an organisation defined in paragraph 3.3 of the Constitution will not normally be considered adequate to permit entry to this category of membership.***
- A/3.3 *The Executive Committee may make such enquiries as it deems necessary to verify information supplied by applicants.*
- A/3.4 *The disciplines of health and safety are considered to be:*
- A/3.4.1 *General Safety*
 - A/3.4.2 *Occupational Hygiene and Occupational Health*
 - A/3.4.3 *Radiation Safety*
 - A/3.4.4 *Biological Safety*
 - A/3.4.5 *Fire Safety*
 - A/3.4.6 *Engineering, including Chemical Engineering/process Safety*
 - A/3.4.7 *Environmental Safety*
 - A/3.4.8 *Chemical Safety*

A/4 Associates

- A/4.1 *Persons not otherwise eligible to join as a Member may apply to join as an **Associate**. Persons applying must satisfy the Executive Committee that they have a sufficient interest in the activities of the Institute. They will enjoy all the privileges of membership except that they will not have voting rights, nor will they be eligible for election to office.*

Subscriptions

The first subscription payment is due when a person's application has been approved by the Executive Committee and will normally run to 1st of July of the current subscription year. However, if an application for membership is approved after the 1st Jan and before the AGM (late June/early July) then the subscription will run through to 1st of July of the following subscription year, i.e. the following 17 months subscription (maximum). Invoices for subscriptions will be sent out in September by e-mail with a single reminder to non-payers sent out in January.

Non-payment as a result of that reminder will cause the member to be recorded as overdue as of the 31st March. Non-payment by the end of the current subscription year (30th June) will cause the member to become lapsed and they would be removed from the nominal role and hasnet. The member will remain as lapsed for 1 year in which time they can renew by paying all back dues.

After being lapsed for one year the member will become a 'former' member with no rights and must formally reapply for membership.