



North American Excavation Shoring Association
Application for Membership on a NAXSA Standing Committee

Name _____ Title _____

Company or Agency _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____ E-mail _____

Please indicate below your committee preferences. NAXSA will provide you with a copy of the work plan for the committee that you indicate.

You may serve on one of the committees shown below:

- | | |
|----------------------|------------------------------|
| _____ Communications | _____ Engineering Guidelines |
| _____ Membership | _____ Training |

1. Why do you want to serve on your committee of choice?

2. How will you contribute to this committee?

Signature of Applicant _____

Date _____

Please return to: Melanie McKee at info@naxsa.org
North American Excavation Shoring Association
1113 Murfreesboro Rd., Suite 106, #405, Franklin, TN 37064
Phone: 615-488-0902 | Fax: 615-488-0903

NAXSA Standing Committees

Application Process

- NAXSA members in good standing are eligible to serve on the committee of their choice.
- A member may submit an application for committee membership at any time.
- The member must describe on the application his/her interest in and/or qualifications for serving on the committee.
- Once the application is received by NAXSA, a determination will be made that:
 - there is a vacancy on the committee;
 - the appropriate balance of membership categories on the committee will be maintained.
- The member may be asked to visit a committee meeting to meet with the chair about a committee appointment.
- Upon completion of the meeting, the member will be notified regarding the status of his/her application.
- New committee members must be appointed to the committee 30 days prior to a scheduled meeting to be eligible to vote at that meeting.
- In the event that committee membership is full, the chair may either (1) request that NAXSA maintain a waiting list until such time as a vacancy occurs or (2) develop, with the committee, a procedure for creating a vacancy on the committee.

Committee Member Responsibility

- There shall normally be at least two committee meetings per year. In order to remain a member of the committee, members are expected to attend and participate in *every* meeting unless they have a valid excuse approved by the committee chair.
- If a member cannot attend a meeting, he or she may select a designated alternate (proxy) who will have full voting rights and privileges on behalf of the committee member. The committee member should inform the chair and the staff liaison in writing in advance of the meeting of the selection of an alternate or proxy.
- The committee chair shall have the right to remove from committee membership any member who fails to attend or participate regularly in committee meetings. If a member is absent from two of three consecutive meetings, the chair may remove the member from the committee. "Absent" includes excused and unexcused absences as well as use of proxies.

Committee Structure

- Committees will be limited to a total of thirty NAXSA members.
- The chair will make every effort to maintain a membership division balance in proportion to the composition of the national membership.
- A committee membership is held by the individual, not by a company or agency, and individuals are limited to serving on only one committee at a time.
- If an individual leaves the employ of one member company or agency for the employ of another member company or agency, the individual is entitled to retain the committee membership provided that the new employer does not already have the maximum number of representatives allowed.
- If an individual leaves the employ of a member company and no longer qualifies as a member, or otherwise wishes to resign from committee membership, it shall be the chair's responsibility to fill the vacancy.
- The number of representatives from one company who can serve on a standing committee is 20% of the total committee membership.
- Any NAXSA member may serve on a task force established by a committee and need not be a member of that committee.