



**OSVDPA MEM-1-003, the OSVDPA Manual of
Membership Policies and Procedures**

Version 3
Current as of November 1, 2018

Approved by the OSVDPA Board of Directors on:
October 25, 2018

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2 Record of Change.

- 2.1 In Version 002, changes have been made to Sections **6.1.3**, **6.2.4**, and **6.3.2** specifying letters of recommendation from previous employers shall be accepted.
- 2.2 In Version 003, the following changes have been made:
 - 2.2.1 Removed the reference to IMCA M 117, Rev. 1, “The Training and Experience of Key DP Personnel” as this guidance was no longer referenced in this manual.
 - 2.2.2 Section **4.8** was amended to update the location of documents on the OSVDPA website.
 - 2.2.3 Section **5.4** was changed to conform with other OSVDPA documents that refer to a “Prospective DPO.”
 - 2.2.4 Removed the terms “Practical Experience” and “Sea Time” from the definitions as these terms were not longer used in this manual.
 - 2.2.5 Changed and streamlined Section **6.1** to ensure the OSVDPA receives input from a broad base of DPOs.
 - 2.2.6 Changed and streamlined Section **6.2** to reflect market realities.

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- 2.2.7 Changed the Training Provider requirements in Section **6.4** to ensure the OSVDPA can receive the input of those who have recently begun conducting DPO courses.
- 2.2.8 Removed the references to the membership renewal form as practice has dictated that members prefer to resubmit Form MA-1-CV, the OSVDPA Membership Application (Current Version).
- 2.2.9 Removed the language requiring the OSVDPA Membership Meeting to be held during the Annual Meeting of the OSVDPA Board of Directors.
- 2.2.10 Removed the restriction which dictated a certain day length for the election, thereby allowing the schedule of the members to dictate this process.
- 2.2.11 References to the “OSVDPA Executive Director” have been removed and replaced with the “OSVDPA.”

3 References. The current and enacted version of each OSVDPA policy or form can be found at <http://www.osvdpa.org/page/FileLibrary>.

- 3.1 OSVDPA By-Laws.
- 3.2 Form MA-1-CV, the OSVDPA Membership Application (Current Version)
- 3.3 OSVDPA FS-1-CV, the OSVDPA Fee Schedule (Current Version).

4 Summary and Purpose.

- 4.1 This Manual contains all policies and procedures for becoming a Member of the OSVDPA.
- 4.2 The OSVDPA extends membership to entities and individuals involved in the training of DPOs, the operation of vessels equipped with dynamic positioning (DP) equipment, the manufacturing of DP equipment, and other DP-related endeavors.
- 4.3 The OSVDPA offers membership in order to provide the DP industry with a voice in the creation of the OSVDPA’s standards and as a means for Members to learn about the latest guidance, standards, and regulations impacting this industry.
- 4.4 Membership in the OSVDPA provides the ability to participate in guiding the direction of the OSVDPA and developing of the OSVDPA’s policies and procedures. More specific information is found in Section **8**.

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- 4.5 Only those entities and individuals meeting the eligibility criteria listed in Section **6** are invited to become OSVDPA Members.
- 4.6 The OSVDPA reserves the right to revoke an entity's or individual's membership due to the violation of the activities listed in Section **8**.
- 4.7 Prior to participation in any OSVDPA membership activity, the Member's dues for that year and any prior dues, fees, or other OSVDPA charges must be cleared.
- 4.8 Current dues for Individual and Corporate Members are found in OSVDPA FS-1-CV, the OSVDPA Fee Schedule (Current Version), found within the "File Library" section of www.OSVDPA.org.
- 4.9 Membership in the OSVDPA is separate from the OSVDPA's certification activities. OSVDPA Members receive no preferential treatment or benefit during certification, accreditation, enrollment, or other OSVDPA approval processes.

5 Definitions.

- 5.1 **Designated Account Holder.** The person named by a Corporate Member (Section **5.7**) as receiving invoices and all other financial contacts from the OSVDPA.
- 5.2 **DP Experience.** An amount of time (measured in calendar days) spent working as a DPO, an engineer or Electro-Technical Officer (ETO) on a DP-equipped vessel or working in a related DP profession, including: DP instructor, OSVDPA-approved assessor, DP surveyor, DP consultant, DP superintendent, or DP supervisor.
- 5.3 **Dynamic Positioning Operator (DPO).** An individual certified as a dynamic positioning operator by the OSVDPA, the Nautical Institute, or a DNVGL-approved DPO certification program.
- 5.4 **Prospective DPO.** An individual currently progressing through a DPO certification program.
- 5.5 **Election Representative.** The person designated by a Corporate Member (Section **5.7**) to act on the Corporate Member's behalf in OSVDPA elections, including making nominations and participating in elections.

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- 5.6 **Member.** As used in this Manual, the term Member means an entity meeting the definition of Section **5.7** or an individual meeting the definition of Section **5.8**. Collectively, Corporate Members and Individual Members are referred to as “Non-Voting Members” by the OSVDPA By-Laws. As specified under Section 4.2 of the OSVDPA By-Laws, this manual’s reference to Non-Voting Members as “Members” does not provide these entities and individuals with rights beyond what is specified in this Manual and the OSVDPA By-Laws.
- 5.7 **Member (Corporate).** A legal entity that has applied, and been added to the Membership Directory by OSVDPA Board of Directors after verifying the entity is in good-standing with the OSVDPA, has paid its dues for the current year, and meets the applicable criteria in Section **6**. Together with Individual Members, the Directors, and individuals on the OSVDPA Technical Advisory Council, Corporate Members shall represent the Members of the OSVDPA as described by Section 4.2 of the OSVDPA By-Laws.
- 5.8 **Member (Individual).** A natural person who has applied for and been added to the Membership Directory by OSVDPA Board of Directors after verifying the individual is in good-standing with the OSVDPA, has paid his or her dues for the current year, and meets all of the criteria in Section **6.1**, Section **6.2**, or Section **6.3**. Together with Corporate Members, the Directors, and individuals on the OSVDPA Technical Advisory Council, Individual Members shall represent the Members of the OSVDPA as described by Section 4.2 of the OSVDPA By-Laws.
- 5.9 **Membership Representative.** An individual elected by either the Corporate Members (Section **5.7**) or Individual Members (Section **5.8**) to represent the Members on the OSVDPA Technical Advisory Council (Section **5.10**).
- 5.10 **Offshore Service Vessel Dynamic Positioning Authority Technical Advisory Council (OSVDPA TAC).** A group of DP industry professions elected by the OSVDPA Membership or appointed by the OSVDPA Board of Directors to advise the OSVDPA Board of Directors concerning the creation and updating of the OSVDPA’s standards and certification requirements.
- 5.11 **Point of Contact.** An individual with knowledge of and ability to answer OSVDPA questions about the entity’s business and operation.
- 5.12 **Principal.** A representative of the training provider, vessel operator, or other OSVDPA partnering entity who is authorized to contractually obligate the entity.

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- 6 Criteria for Members.** The criteria to become an OSVDPA Member differs based upon the activities engaged in by the individual or entity. Criteria for each area are listed below.
- 6.1 **Dynamic Positioning Operator (DPO).** The individual must currently meet the definition of a DPO as listed in Section **5.3**, that is: “An individual certified as a dynamic positioning operator by the OSVDPA, the Nautical Institute, or a DNVGL-approved DPO certification program.”
- 6.2 **Instructor.** An individual that is currently certified by the OSVDPA, the Nautical Institute, or a DNVGL-approved DPO certification program as a DPO instructor.
- 6.3 **Other Individuals Engaged in the DP Industry.**
- 6.3.1 Has documented two (2) years of DP Experience (Section **5.1**) within the last five (5) years.
- 6.3.2 A letter of recommendation from the individual’s past or current employer. Such letter must be on the employer’s official letter head and must be signed by the employer’s operations manager, human resources manager, or a principal (Section **5.13**).
- 6.4 **Training Providers.** Is currently accredited by the OSVDPA, the Nautical Institute, or has been approved by a DNVGL-approved DPO certification program as a training provider or test center.
- 6.5 **Vessel Operators.**
- 6.5.1 Operates vessels equipped with dynamic positioning systems.
- 6.5.2 Is approved by the OSVDPA Board of Directors (See Question 6 of MA-1-CV, the OSVDPA Membership Application (Current Version)).
- 6.6 **Other entities engaged in the DP industry.**
- 6.6.1 Has provided DP-related services to vessel operators or training providers for the last five (5) years.
- 6.7 **Waivers.** The OSVDPA reserves the right to waive the Membership Criteria for those entities or individuals that meet the below-stated criteria. Such a waiver may carry such conditions as the OSVDPA deems are appropriate.

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6.7.1 An individual or entity the OSVDPA finds to have made a recognizable contribution to the DP industry, (such as contributing to, authoring, or publishing DP training materials, guidance, standards, or other recognized DP materials)

6.7.2 Has been involved in the operation of DP-equipped vessels as an Officer of the Watch for more than three (3) years but has been unable to secure DPO certification due to the restriction of a DPO certification scheme.

6.8 **Continuation of Membership.** Individuals and entities who have become Members of the OSVDPA by previously meeting the requirements of Section **6.1** through Section **6.6** are invited to remain Members of the OSVDPA after they no longer meet these requirements, provided the individual or entity maintains continuous Membership in the OSVDPA and remains in good standing with the OSVDPA.

7 Membership Application and Renewal Procedures.

7.1 Application.

7.1.1 Individuals and entities seeking Membership shall complete Form MA-1-CV, the OSVDPA Membership Application (Current Version). This form must be completed and submitted to the OSVDPA, along with all attachments that may be required by the form.

7.1.2 The OSVDPA seeks to provide assistance to applicants or potential applicants during this process and invites all parties to contact the OSVDPA via the method of communication most convenient for them should they have questions with the application or the application process.

7.2 **Verification.** Once received, the OSVDPA will review the completed form, verifying and validating all information contained therein to ensure the applicant meets the criteria listed in Section **6**.

7.2.1 During the verification process, the OSVDPA shall make every attempt to work with the applicant.

7.2.2 Should information within the application be found lacking, if further information or attachments is deemed necessary, or if information needs to be corrected, the OSVDPA shall accept this information in a supplemental or additional format, and shall not require the application form and package be resubmitted.

7.2.3 The completed membership application shall be kept in a secure file, accessible only to those within the OSVDPA requiring access.

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7.3 **Response.**

7.3.1 If the verification process determines the applicant does not meet the criteria for membership in the OSVDPA, the OSVDPA Executive Director shall deliver this information to the applicant along with a list of specific deficiencies.

7.3.2 If the verification process determines the applicant meets the criteria for Membership, the OSVDPA shall deliver this information to the applicant along with an invoice for the first year of Membership dues, See OSVDPA FS-1-CV, the OSVDPA Fee Schedule (Current Version).

7.4 **Payment of dues.**

7.4.1 Once the dues have been received and processed, a Membership number and login codes to the OSVDPA website shall be provided to the Individual Member or the designated individuals listed by Corporate Members within Form MA-1-CV, the OSVDPA Membership Application (Current Version).

7.5 **Renewal.**

7.5.1 On or before November 1 of each year, the OSVDPA shall send out a reminder to all Members urging them to resubmit a Form MA-1-CV, the OSVDPA Membership Application (Current Version).

7.5.2 Once the Form MA-1-CV, has been approved by the OSVDPA, the Member shall be sent an invoice for their membership dues.

7.5.3 While dues are not due until January 1, Members are prohibited from participating in an election (nominating a Member, serving as a nominee, or casting a vote) until their dues for the subsequent year (as well as any past-due payments to the OSVDPA) are received and processed by the OSVDPA.

8 Revocation of Membership.

8.1 **Reasons for revocation.** The OSVDPA reserves the right to revoke Membership from any Individual or Corporate Member for the following reasons.

8.1.1 Engaging in any illegal activity relating to OSVDPA membership, certification, accreditation, enrollment, or other OSVDPA activities.

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- 8.1.2 Defrauding, attempting to defraud, or conspiring to defraud the OSVDPA its Directors, officers, or employees; the DPOs it has certificated; the training providers it as accredited; the vessel operators it has enrolled; or the auditors it has approved.
- 8.1.3 Undermining the mission of the OSVDPA by failing to adhere to, or implement the Standards of Certification as set out by the OSVDPA.
- 8.1.4 Engaging in behaviors which are inconsistent with the principles of the OSVDPA as these behaviors relate to OSVDPA Membership or OSVDPA certification, accreditation, enrollment, or other OSVDPA activities.

8.2 Process.

- 8.2.1 All revocation decisions shall be made by the OSVDPA Board of Directors.
- 8.2.2 If the OSVDPA Board of Directors has reasonable cause to believe that a Member has engaged in an activity listed in Section **8.1** it shall inform the Member of the basis for such belief and afford the Member an opportunity to explain the alleged violation.
- 8.2.3 If, after hearing the response and making such further investigation as may be warranted in the circumstances, the OSVDPA Board of Directors determines the Member has engaged in an activity listed in Section **8.1** it shall revoke Membership.
- 8.2.4 If Membership is revoked, the Member's dues shall not be repaid.
- 8.2.5 If an individual or entity has their Membership revoked, they shall not be allowed to reapply for OSVDPA Membership for a period of no less than five (5) years.

9 **Rights of Members.** Individual Members and Corporate Member of the OSVDPA, are provided the following.

- 9.1 **The right to participate in the Membership Representative elections.** Each year, OSVDPA members shall be provided the opportunity to elect two (2) persons to represent the Members on the OSVDPA Technical Advisory Council (Section **5.10**). Called Membership Representatives (Section **5.9**), these individuals (one elected by and representing the Individual Members (Section **5.8**) and one elected by and representing the Corporate Members (Section **5.7**) shall serve a one (1) year term on the OSVDPA Technical Advisory Council. (More information about the Membership Representatives is found at Section **10**).

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- 9.2 **The right to serve as a Membership Representative.** All Individual Members are allowed to seek election and serve as the Individual Membership Representative. Additionally, those employed by or deemed to represent the interest of a Corporate Member and designated by that Corporate Member as eligible to serve as a Membership Representative are allowed to seek election and serve as the Corporate Membership Representative. See Section **10** for more information.
- 9.3 **The right to participate in the Annual OSVDPA Forum.** OSVDPA Board of Directors will set time aside each year to listen to the comments, suggestions, and concerns of the Members.
- 9.4 **Access to information about the OSVDPA.** OSVDPA Members will be provided direct and specific notice about new features in, and modifications to, the OSVDPA certification scheme and its related components.
- 9.5 **Participate in Member surveys and information-gathering activities.** From time-to-time the OSVDPA, the OSVDPA Executive Director, and the OSVDPA Technical Advisory Council shall seek advice from the Members.
- 9.6 **Access to the OSVDPA Newsletter.** Individual Members, and those named by Corporate Members, are added to the distribution list for the Quarterly OSVDPA Newsletter.

10 Membership Representative.

10.1 Role.

10.1.1 The OSVDPA shall accepted up to two (2) Membership Representatives (Section **5.9**) at a time. Each Membership Representative shall be a voice of the OSVDPA Members on the OSVDPA Technical Advisory Council (OSVDPA TAC, Section **5.10**). One Membership Representative shall represent Corporate Members (Section **5.7**), and the other Membership Representative shall represent the Individual Members (Section **5.8**).

10.1.2 The OSVDPA encourages each Membership Representative to seek input from and report to the OSVDPA Members. The OSVDPA Executive Director will provide to each Membership Representative a method for the Membership Representatives to communicate with the OSVDPA Members.

10.2 **Rights and Responsibilities.** The Membership Representatives to the OSVDPA TAC shall have all of the rights and responsibilities as the other members of the OSVDPA Technical Advisory Council, except:

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10.2.1 The Membership Representatives shall not be responsible for making a “TAC Member Loan” to the OSVDPA, as required by Section 7.6 of the OSVDPA By-Laws.

10.2.2 During the term of a Membership Representative, the OSVDPA Board of Directors shall not remove the Membership Representative outside of a revocation of the Membership Representative’s OSVDPA Membership (see Section **8**) or the discontinuation of the OSVDPA TAC (see Section **10.6**).

10.3 Term.

10.3.1 **Initial Membership Representatives.** Outside of an event mentioned in Section **10.2.2**, the Membership Representatives elected via the proceedings in Section **10.5.1**, shall serve a term expiring on December 31, 2015.

10.3.2 **Regular Term.** Outside of an event mentioned in Section **10.2.2**, the Membership Representatives elected via the election proceedings in Section **10.5.2**, shall serve a term of one (1) year on the OSVDPA TAC, with each term coinciding with the calendar year.

10.3.3 **Term Limits.** Membership Representatives shall serve no more than two (2) consecutive terms. The term of a Membership Representatives elected via a special election (Section **10.5.3**), and seated on the OSVDPA TAC after June 30 of a given year shall not count as a term for the purposes of this section.

10.4 **Membership Representative Criteria.** In addition to meeting the appropriate criteria to be an OSVDPA Member listed in Section **6**, Membership Representatives must meet the following criteria.

10.4.1 At the time of the election, the Membership Representative must ensure all past dues and debts have been paid as well as their dues have been paid for the entirety of the term they will serve if elected.

10.4.2 Nominees shall agree, in writing, to abide by Article 9 of the OSVDPA By-Laws. This Article requires OSVDPA Technical Advisory Council to notice to the Board of Directors any conflict of interest or potential conflict of interest, recuse themselves when discussion revolving around those areas are discussed, and contemplates revocation of OSVDPA Membership when these policies are violated.

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10.4.3 Nominations for the Corporate Membership Representative must be a natural person. This natural person must be employed by the Corporate Member or deemed by the Corporate Member to represent their interest and designated by the Corporate Member to serve as a Membership Representative.

10.4.3.1 Corporate Members, and those nominating Corporate Membership Representatives, should take care when selecting a nominee, if a Membership Representative wins the election and subsequently leaves the employment, is no longer deemed to represent the interests of the Corporate Member, or is removed from the OSVDPA TAC, the Corporate Member shall not be able to name a replacement, and the OSVDPA shall conduct a Special Election following the procedures in Section **10.5.3**.

10.4.4 Meet any other requirements imposed by the OSVDPA in written notification to the OSVDPA Membership prior to an election.

10.5 Election Proceedings.

10.5.1 **Initial Elections.** For 2015, the election of the Membership Representatives shall proceed via the following procedures.

10.5.1.1 Not later than April 1, 2015 the OSVDPA Executive Director shall contact the current OSVDPA Members via electronic means seeking nominations for the Corporate Membership Representative and the Individual Membership Representative. This communication shall also set a deadline for when nominations must be received.

10.5.1.2 After verifying that all nominations meet the criteria listed in Section **6** and Section **10.4**, the OSVDPA Executive Director shall contact the membership via electronic means to provide a list of nominations and biographical information for each nominee. This notice shall be sent no later than April 15, 2015 and shall include instructions for how Members can cast their vote.

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- 10.5.1.3 If no nominations are received, or no nominee meets the criteria of Section **10.4**, the OSVDPA Executive Director shall announce this fact to the Members of the OSVDPA via electronic and the Membership Representative position or positions shall vacant until January 1, 2016.
- 10.5.1.4 The period to cast votes shall remain open for no less than 30 days and shall close at a time and in a manner prescribed by the OSVDPA Executive Director in his contact of April 15, 2015.
- 10.5.1.5 Individual Members may only vote in the Individual Membership Representative election and Election Representatives of Corporate Members may only vote in the Corporate Membership Representative election.
- 10.5.1.6 Only the person designated as the Corporate Member's Election Representative on Form MA-1-CV, the OSVDPA Membership Application Form (Current Version) shall be allowed to cast the vote for the Corporate Member.
- 10.5.1.7 The OSVDPA Executive Director shall be responsible for tabulating the votes or verifying the vote tabulation is accurate. As a plurality election, winners of each election shall not be required to have secured the majority of the votes cast or support from a majority of Members.
- 10.5.1.8 In the case of a tie, the tie will be broken by the current members of the OSVDPA TAC.
- 10.5.1.9 Once a winner of an election has been determined, the OSVDPA Executive Director shall announce the results of the elections to the OSVDPA Members via electronic means. This announcement shall be considered the Membership Representatives seating on the OSVDPA TAC.

10.5.2 **Regular Elections.** The elections filling the 2016 Membership Representative Positions and subsequent Membership Representative Elections shall proceed via the following procedures.

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- 10.5.2.1 Not later than November 1, the OSVDPA Executive Director shall contact the current OSVDPA Members via electronic means asking for nominations for the Corporate Membership Representative and the Individual Membership Representative for the following year. This communication shall also set a deadline for when nominations must be received. This communication shall remind Members that participating in the election proceedings in any way (nominating an individual, serving as a nominee, or casting a ballot) requires OSVDPA to have received and processed the Member's dues.
- 10.5.2.2 After verifying that all nominations meet the criteria listed in Section **6** and Section **10.4**, the OSVDPA Executive Director shall contact the membership via electronic means, to provide a list of nominations and biographical information for each nominee and announcing the election timeline or period in which votes can be cast.
- 10.5.2.3 In cases where no nominations are received, or no nominee meets the criteria of Section **10.4**, the OSVDPA Executive Director shall announce this fact to the Members of the OSVDPA via electronic means and the position or positions shall remain vacant until the next period described in Section **10.5.2**.
- 10.5.2.4 The period to cast votes shall remain open for no less than 30 days and shall close at a time and in a manner prescribed by the OSVDPA in correspondence to the Members.
- 10.5.2.5 Individual Members may only vote in the Individual Membership Representative election and Election Representatives of Corporate Members may only vote in the Corporate Membership Representative election.
- 10.5.2.6 Only the person designated as the Corporate Member's Election Representative on Form MA-1-CV, the OSVDPA Membership Application Form (Current Version) shall be allowed to cast the vote for the Corporate Member.

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10.5.2.7 The OSVDPA shall be responsible for tabulating the votes or verifying the vote tabulation is accurate. As a plurality election, winners of each election shall not be required to have secured the majority of the votes cast or support from a majority of Members.

10.5.2.8 In the case of a tie, the tie will be broken by the current members of the OSVDPA TAC.

10.5.2.9 Once a winner is determined, the OSVDPA shall announce the results of the elections to the OSVDPA Members via electronic means. This announcement shall be considered the Membership Representatives seating on the OSVDPA TAC.

10.5.3 **Special Elections.** In the event a Membership Representative resigns or is removed from the OSVDPA TAC, the following procedures shall be utilized to elect a new Membership Representative.

10.5.3.1 Not later than fifteen (15) days after the OSVDPA Director receives notice of a Membership Representative's resignation or removal from the OSVDPA TAC, the OSVDPA shall contact the current OSVDPA Members via electronic means announcing a special election and seeking nominations for the open Membership Representative position. This communication shall also set a deadline for when nominations must be received.

10.5.3.2 In the case of a notice being received by the OSVDPA Executive Director after August 31, the OSVDPA Executive Director may, with the consent of the OSVDPA Board of Directors, decide to allow the Membership Representative position to remain vacant until the next period described in Section **10.5.2**. In such a case, the OSVDPA Executive Director shall announce this decision to the Members of the OSVDPA via electronic means.

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- 10.5.3.3 After verifying that all nominations meet the criteria listed in Section **6** and Section **10.4**, the OSVDPA Executive Director shall contact the membership via electronic means to provide a list of nominations and biographical information for each nominee. This notice shall be sent no later than fifteen (15) days after the notification referenced in Section **10.5.3.1** and shall include instructions for how members can cast their vote.
- 10.5.3.4 In cases where no nominations are received, or no nominee meets the criteria of Section **10.4**, the OSVDPA Executive Director shall announce this fact to the Members of the OSVDPA via electronic means and allow the Membership Representative position or positions to remain vacant until the next period described in Section **10.5.2**.
- 10.5.3.5 The period to cast votes shall remain open for no less than 30 days and shall close at a time and in a manner prescribed by the OSVDPA Executive Director in his contact pursuant to Section **10.5.3.2**.
- 10.5.3.6 Individual Members may only vote in the Individual Membership Representative election and Election Representatives of Corporate Members may only vote in the Corporate Membership Representative election.
- 10.5.3.7 Only the person designated as the Corporate Member's Election Representative on Form MA-1-CV, the OSVDPA Membership Application Form (Current Version) shall be allowed to cast the vote for the Corporate Member.
- 10.5.3.8 The OSVDPA shall be responsible for tabulating the votes or verifying the vote tabulation is accurate. As a plurality election, winners of each election shall not be required to have secured the majority of the votes cast or support from a majority of Members.
- 10.5.3.9 In the case of a tie, the tie will be broken by the current members of the OSVDPA TAC.

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	Prepared by: ACS Prepared Date: October 25, 2018	<u>Approved/Reviewed by:</u> BoD: YES TAC: N/A ED: N/A Counsel: N/A Accountant: N/A	Document: Page 17 of 17

10.5.3.10 Once a winner of an election has been determined, the OSVDPA shall announce the results of the elections to the OSVDPA Members via electronic means. This announcement shall be considered the Membership Representatives seating on the OSVDPA TAC.

10.6 Removal of a Membership Representative.

10.6.1 During the course of his or her term, if the OSVDPA Board of Directors has reasonable cause to believe that a Membership Representative no longer meets the requirements of Section **6** or Section **10.4** or has engaged in the behaviors listed in Section **8.1** it shall inform such Membership Representative of the basis for such belief and afford he or she an opportunity to explain the alleged violation or deficiency.

10.6.2 If, after receiving the explanation and making such further investigation as may be warranted in the circumstances, the OSVDPA Board of Directors determines the Membership Representative has in fact violated Section **8.1** or no longer meets the requirements of Section **6** or Section **10.4** it shall remove the Membership Representative from the OSVDPA TAC by majority vote.

10.6.3 If a Membership Representative is removed under the proceedings in Section **10.6.2**, the OSVDPA shall schedule an election for a new Membership Representative under the procedures found in Section **10.5.3**.

10.7 Discontinuation of the OSVDPA TAC.

10.7.1 Should the OSVDPA Board of Directors determine to discontinue the OSVDPA TAC, the Membership Representative positions shall be voided.

10.7.2 If the OSVDPA Board discontinues the OSVDPA TAC and subsequently empanels the OSVDPA TAC again, the OSVDPA shall schedule elections for new Membership Representatives under the procedures found in Section **10.5.3**.

11 Impartiality in Certification. OSVDPA certification, enrollment, accreditation, or approval in any other way is not conditioned by, influenced by, or a product of Membership or a lack of Membership in the OSVDPA.