

## MEMBERSHIP



# Upgrade to Chartered Fellow

## Application form

Personal details
Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> (please specify):
First name:
Surname:
Membership number:
Branch:
I have been a member of the Institute of Directors (Inc) for at least three continuous years immediately prior to this application. YES <input type="checkbox"/>
Join date: log in to your dashboard at <a href="http://www.iod.org.nz">www.iod.org.nz</a> to find your join date.

<b>I am applying for upgrade to Chartered Fellow under the following option available:</b> (Please select one option)		
1	I have completed the IoD Company Directors' Course (CDC) <u>or</u> successfully applied for Recognition of Prior Learning (RPL) <u>and</u> passed the Chartered Member assessment (or equivalent); and have at least five (5) years' experience (elapsed time) as a director or equivalent in two or more organisations of substance. <a href="#">Refer guide note 1</a>	YES <input type="checkbox"/>
2	I have at least ten (10) years' experience (elapsed time) as a director or equivalent in two or more organisations of substance. <a href="#">Refer guide note 2</a>	YES <input type="checkbox"/>

<b>Date of completion of the IoD Company Directors' Course (CDC) and assessment or equivalent:</b> (If you have selected option 2 above it is not necessary to provide these details.) <a href="#">Refer guide note 1</a>			
	CDC	Date:	City:
OR	RPL approved	Date:	
AND	Assessment completed	Date:	

If you have any questions about this form please contact the Membership team:

PHONE **04 499 0076** EMAIL [mail@iod.org.nz](mailto:mail@iod.org.nz)  
JULY 2017

LEADING  
GOVERNANCE



## Qualifying organisations

YES

I confirm that the boards of all organisations listed below meet all of the criteria to qualify as an organisation of substance as defined in [guide note 3.1](#)

You are required to list *only* organisations of substance. [Refer guide notes 3 and 3a](#)  
 The dollar values you provide should be for the most recent full financial year in which you were a member of the board.

Name of organisation	Position	Nature of the enterprise	Company number (if registered with Companies Office)	Period of office month/year	\$ value of assets	No. of staff (FTEs)	\$ Turnover

## Declaration

I, \_\_\_\_\_ do solemnly and sincerely declare that the contents of this application are true and correct and I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declaration Act 1957.

Declared at \_\_\_\_\_

Signed \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_ 201\_

Applications should be sent to:

The Registrar  
The Institute of Directors in New Zealand  
PO Box 25253  
Wellington 6146  
Fax: 04 499 9488  
Email: [registrar@iod.org.nz](mailto:registrar@iod.org.nz)

## Chartered Fellow Confirmation

*If you are unable to confirm any of the following please contact the Registrar to make a disclosure. Please note your rights under the Criminal Records (Clean Slate) Act 2004 before providing details of any criminal records.*

I hereby confirm, for the purposes of admission as a Chartered Fellow of the Institute of Directors in New Zealand (Inc) (the Institute), that:

1. I will uphold the principles of the Charter of the Institute.
2. I am of good character<sup>1</sup>. Subject to the disclosures previously made in writing by me to the Council of the Institute, I,
  - a) have not been convicted of any crime in New Zealand or elsewhere;
  - b) have not been found by a court of competent jurisdiction, whether in New Zealand or elsewhere, to have acted inconsistently with any of my duties as a director or any of my fiduciary duties in any other capacity;
  - c) have not been found by a court of competent jurisdiction, whether in New Zealand or elsewhere, to have acted (or failed to act) in a manner constituting serious wrongdoing or to have aided, abetted, counselled, or procured any other person to do so;
  - d) have not brought the Institute into disrepute or acted in a manner materially inconsistent with the Charter;
  - e) have not previously been denied membership of any professional body;
  - f) am not the subject of any current disciplinary action in respect of any profession or occupation or before any court martial or armed services disciplinary officer, or been the subject of any such action which has resulted in me being found to have failed to act in accordance with any applicable relevant standard;
  - g) have not at any time, whether in New Zealand or elsewhere:
    - i. been prohibited from being a director of any entity or being concerned or taking part in the management of any entity, or
    - ii. been party to or the subject of any enforceable undertaking or other arrangement with any regulatory body under which I may not be a director of any entity or concerned or take part in the management of any entity; and
  - h) accordingly am a fit and proper person to be a Chartered Fellow of the Institute.
3. I (will satisfy/satisfy) the applicable CPD requirements (as defined in the Rules of the Institute) required for membership as a Chartered Fellow of the Institute.

For the purposes of entry into the category of Chartered Fellow of the Institute of Directors in New Zealand (Inc) (the Institute) I hereby confirm the above.

Signed:

Dated:

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<sup>1</sup> The Council of the Institute are conferred unfettered discretion over the definition of good character.

## Charter of the Institute of Directors in New Zealand (Inc)

### Introduction

The Institute of Directors in New Zealand (Inc) promotes excellence in corporate governance, facilitates directors' professional development, and seeks to enhance the standard and effectiveness of directors through information and education on their legal, moral, financial and general rights and responsibilities.

Chartered Members and Chartered Fellows of the Institute are members of the Institute whose ongoing commitment to these objects; whose qualifications, backgrounds, character and experience; and whose undertaking to uphold the principles of this Charter, make them role models for other members, their organisations and the community as a whole.

### Charter

A Chartered Member or Chartered Fellow should:

1. At all times conduct himself or herself with the utmost professional and personal integrity and accountability, consistent with the highest ethical standards and recognising the trust and responsibility vested in him or her;
2. At all times exercise the highest degree of skill, care and diligence in the governance roles entrusted to him or her, exercising independent thought and applying an enquiring mind, so as to ensure that each organisation with which he or she is involved obtains the full benefit of his or her expertise, experience and wisdom;
3. Consistently demonstrate leadership in all facets of his or her governance roles, and in the Institute, ensuring that other directors and aspiring directors are provided the opportunity to benefit from his or her expertise, experience and wisdom;
4. Respect always the professional and personal reputations of other directors, aspiring directors, members of the Institute and the Institute itself - and, in particular, not do, or cause or permit to be done, anything which is likely to bring the Institute into disrepute or is otherwise inconsistent with any of the standards and ideals set out in this Charter;
5. Actively support and encourage diversity in the composition of governance bodies;
6. Demonstrate an ongoing commitment to continuing professional development, in order both to retain currency of skills and knowledge and to serve as an example to other directors and aspiring directors;
7. Actively promote, generally, the highest standards of governance; and
8. Demonstrate good character, consistent with his or her role, the prominence of his or her position within the Institute and in the community as a whole, the principles set out in this Charter, and the objects of the Institute