

THE RIGHTS AND DUTIES OF IFFO PRODUCER MEMBERS

Members' Rights

- To receive all IFFO reports, publications and communications, including the full Weekly Report with price information and the complete list of members.
- Access to the password-protected members-only sections of the IFFO website.
- Access to the Members' Meeting and member's discount on registration for the Annual Conference.
- Access to all Market Forum sessions held at the Members' Meeting and Annual Conferences.
- Access to IFFO's worldwide resources to address individual member queries, as applicable.
- Eligibility to contract the China MOARA Import License application service at IFFO rates (the license is compulsory for access to the Chinese market).
- Access to the Technical and Regulatory Network and IFFO Communications groups, enabling members to share knowledge, exchange views on projects, receive regulatory and technical updates, and propose ideas.
- The right to participate in biennial elections to determine the composition of the IFFO Management Board.
- To register regional offices worldwide to receive full membership benefits.
- Representation and advocacy by IFFO on matter relevant to the industry.

Members' Duties

- To abide by IFFO's Code of Conduct, as published on the IFFO website.
- To uphold the interests and reputation of IFFO and refrain from any action that could bring the Organisations' name into disrepute.
- To provide IFFO with the following quantitative information in the required formats and within the specified timeframes, to enable the timely preparation of reports and maintenance of the market information database:
 - ⇒ **Weekly:** fishing activity, raw material intake, and production of fishmeal and fish oil, submitted no later than Wednesday evening of the following week.
 - ⇒ **Monthly:** fishing activity, raw material intake, production, local sales, exports and physical stocks of fishmeal and fish oil, submitted no later than the 20th of the following month.
 - ⇒ **Biannual:** fishing activity, raw material intake, production, physical stocks, local sales, exports and future estimates of fishmeal and fish oil, submitted no later than four weeks prior to the Members' Meeting or Annual Conference.
 - ⇒ **Annual:** fishmeal and fish oil production for the previous calendar year, submitted no later than 31 March. Where applicable members may also be requested to confirm the countries in which fishmeal and fish oil production facilities are located.

All information provided will be treated as confidential and will only be disclosed back to members in a consolidated form.

- To supply IFFO with qualitative information that could be of interest to other members, as soon as available. For example, information on quotas, fishing bans, research cruises, changes in the industry, new regulations, weather conditions, etc.
- To promptly settle membership fees within 30 days from the date of invoicing. If a member decides to leave IFFO and subsequently seeks to rejoin in the future, the company will be required to settle any outstanding or overdue fees prior to re-admission.
- To not distribute members-only information to non-members.
- To remain a creditworthy producer of fishmeal and fish oil by virtue of either own manufacturing assets or suitable contract arrangements.

Action in the Event of Non-Compliance

In the event of continued non-compliance after due warnings have been issued, membership privileges may be withdrawn by resolution of the Management Board, without any obligation to refund membership fees for the year concerned. Any decision to expel a member from IFFO shall be subject to the issue of two formal written warnings by IFFO, including an initial specific complaint and a final written warning issued by the Director General.

I confirm that:

- a. I have read, understood and agree to abide by the contents of- *'The Rights and Duties of IFFO Producer Members'*
- b. Over 50% of our annual sales turnover from trading fishmeal and fish oil at the application date is derived from the sale of our own in-house manufactured products (including contracted toll manufacture in plant owned by third parties).
- c. All information provided in this application (e.g. production tonnage) is submitted in good faith and is accurate to the best of my knowledge.
- d. I accept that the IFFO Management Board has full discretion in determining applications for membership and that its decision is final.

Applicant Company:

Name and Job Title of Signatory (BLOCK CAPITALS):

Date: