



MEMBERSHIP POLICIES

1. **INTERNATIONAL MEMBERS:**

TMS offers International e-memberships to individuals who live outside of the U.S. and Canada. All benefits associated with this membership are provided via the Internet and through attendance at Annual meetings.

2. **MEMBERSHIP DUES PAYMENT POLICY:**

A TMS dues paying policy period will be established. The dues payment period will be from October 1 to December 31 each year. Unpaid members as of February 1 must pay their dues at the Annual Meeting.

2.1 Recommendation for Prepayment of Dues Policy - Payment of dues is required at the time the membership application is submitted. Applications will not be processed until payment is received.

2.2 Anniversary Dues Billing - The suspension date will be moved ahead one month, to March 1st, to give members a 3-month grace period to pay their dues before suspension of their society mailings/benefits/services.

2.3 Guaranteed Refund Policy - Only new members will be eligible to be refunded. The refund is 100% of the new member's dues. A new member is entitled to one refund.

2.4 New members joining after July would receive pro-rated dues of half the regular dues fee.

3. **MEMBERSHIP & STUDENT DEVELOPMENT COMMITTEE ACTIVITIES:**

3.1 All future activities regarding membership, such as dues increases, surveys, marketing plans, student events, etc., should be discussed by the Membership Committee before distribution.

3.2 Any policy changes should be brought before the Committee for approval

4. **MEMBERSHIP REQUIREMENT FOR COMMITTEE MEMBERS**

TMS views committee membership as a benefit of society membership and, therefore, requires that TMS committee members be TMS members in good standing. Enforcement of this policy is the responsibility of the committee chair in cooperation with the committee's staff liaison. Committee exemptions:

1. Accreditation Committee
2. Professional Registration Committee

5. CONFLICT OF INTEREST POLICY FOR COMMITTEE MEMBERSHIP

A would-be or sitting committee member must file the Statement of a Potential Conflict of Interest if he or she self-identifies as having a potential conflict of interest or the appearance of a conflict of interest. Alternatively, he or she could elect to file the statement based on the recommendation of a fellow volunteer or a staff member. The nature of a conflict of interest can be wide ranging. Some examples include holding a significant interest in or receiving significant consideration from an organization that seeks to do business on behalf of the Society or serving as an officer or director of an organization that competes with or does business with TMS. Having a family member in a like situation could represent a potential conflict of interest.

Having a conflict of interest does not automatically preclude a member from serving on a TMS committee. The Society's President and Executive Director will jointly review any submitted Statements of a Potential Conflict of Interest, determine an appropriate path forward, and share this decision with the submitter and with the chair of the relevant committee. Depending on the circumstance, the President and Executive Director may elect to consult the Executive Committee to make a determination. A decision on the potential conflict of interest could range from denying committee membership to requiring the applicant to recuse him/herself from engaging in discussion and voting on a particular topic or to requiring no special action at all. Owing to the influence that TMS committees have on Society actions and business decisions, employees of competitor organizations and employees of commercial entities that solicit business from TMS may not hold membership on TMS committees.

The chairperson of any TMS activity shall make all committee members aware of this policy annually.

Persons having questions or seeking advice about whether a Statement of a Potential Conflict of Interest form should be submitted or seeking further interpretation of this policy should contact the TMS President or the TMS Executive Director.

STATEMENT OF A POTENTIAL CONFLICT OF INTEREST

TO: Executive Director
The Minerals, Metals & Materials Society
5700 Corporate Drive Suite 750
Pittsburgh, PA 15237
robinson@tms.org

1. I have read and am familiar with the Society's Conflict of Interest Policy for Committee Membership.
2. As a member in good standing, I am seeking a determination of whether the course of action described below may constitute a conflict of interest in violation of the Policy:

(Attach additional sheets if required)

TMS Committee(s) of Interest

Name (Please Print)

Signature

Date