

3 GOGLA Membership Policy

3.1 Introduction

The GOGLA membership policy outlines the rights and responsibilities of GOGLA members and provides guidance for current as well as prospective members. This policy is to be considered in conjunction with the following policies that members must adhere to:

- GOGLA Statutes
- GOGLA Code of Conduct
- GOGLA Guidelines for Corporate Social Responsibility
- GOGLA Anti-Bullying and Sexual Harassment Policy
- GOGLA Anti-Bribery and Corruption, Anti-Terrorism Financing, and Anti-Money Laundering Policy

These documents, together with the applicable by-laws, form the ‘GOGLA rules’. Any violation of the terms of the GOGLA rules will result in disciplinary action, including immediate termination of the GOGLA membership. The GOGLA Board of Directors shall review any reports of member "non-observance" or failure to adhere to the applicable GOGLA policies and rules, and, when appropriate, shall impose proportionate sanctions to be decided by a majority vote of all Board members.

These can be found on the GOGLA website: <http://gogla.org/about-us/gogla-membership-policy>.

3.2 Membership Categories

GOGLA is an inclusive industry association with two member categories: *Industry Member* and *Associate Member* (non-industry member). As the table below shows, the categories give increasing access to, and influence in the industry:

Membership Category	Definition
Industry Member	<p>Legal entities that seek to generate profit and to derive a significant proportion of their income from the sale of off-grid lighting and electricity products or services may be registered as industry members.</p> <p>Organization can qualify as an industry member, if they:</p> <ul style="list-style-type: none"> ✓ Pursue a commercial activity ✓ Are part of the value chain for off-grid lighting and electricity products in at least one of the following areas: supplying of product parts, appliances, or specialized software; manufacturing products; distributing products; importing products; retailing products; providing after sales service for products.

<p>Associated Member (non-industry member)</p>	<p>Organizations and individuals that are directly or indirectly involved in off-grid lighting and electrification and form part of the environment for the sector and adjacent industries, may qualify as associated members. The stated objectives of candidate organizations must be contributing to promotion and development of the off-grid lighting and electrification market and it should logically be in the interest of candidate associate members to see the sector prosper.</p> <p>Associated members may include, but are not limited to:</p> <ul style="list-style-type: none"> ✓ International organizations ✓ Donor organizations ✓ National industry associations ✓ Civil society organizations / NGO ✓ Research centers and universities
	<ul style="list-style-type: none"> ✓ Investors ✓ Test laboratories ✓ Financial service providers ✓ Consultancies ✓ Individuals

GOGLA is the global industry association for the off-grid lighting and electrification industry. “Off-grid lighting and electrification” refers to integrated systems that provide electrical services as stand-alone solutions operating independently, reliably and sustainably. Essential components include: 1) power generation; 2) power storage; 3) power conversion to services; 4) control electronics to manage the system; each sized to enable the full system to function independent from any other power system. To note:

- Contrary to what GOGLA’s name may suggest, this definition does not necessarily require that systems provide lighting as one of its functions. GOGLA aims to gradually expand its services to organizations offering solutions beyond lighting and household electrification. It will do so with caution in order not to lose relevance for its existing member base.
- Systems that rely on an external supply of fuel are not considered to work independently, and thus do not meet this definition.
- Ongoing market developments and growth of GOGLA’s resources and capacities may lead to a review of this focus in the future.

3.3 Member Services

GOGLA members will be entitled to the following GOGLA benefits:

3.3.1 Access to market information and guidance

In addition to market information that GOGLA makes available to all sector stakeholders, GOGLA members will:

- Receive the GOGLA Member Briefing via email (generally, once a week).
- Have access to the member section of the GOGLA website with a range of sector tools, guides and other information resources.
- Have access to GOGLA staff for specific questions.

3.3.2 Access to GOGLA sales data and impact data

GOGLA industry members will be invited to participate in GOGLA's half-yearly sales and impact data collection. Members that participate in this data collection will automatically receive the GOGLA results platform, providing the most granular data as well as comparisons between own company performance and sector developments. Other GOGLA members may be entitled to access the results platform (without own performance comparison) depending on their category; this may involve an additional fee.

3.3.3 Access to events for networking and knowledge exchange

GOGLA organizes various events, alone or jointly with other sector stakeholders. Depending on the nature and objective of the event, participation may be open for all, or restricted.

- GOGLA annual member conference: open to GOGLA members and GOGLA partners only, at no costs.
- Sector conferences: open to all GOGLA members at a fee, and non-members. GOGLA will normally offer GOGLA members a reduced fee where our role in the organization allows us to do so, and invite members for speaking roles first where logically and suitably fitting the agenda.
- Thematic meetings: normally accessible for invited members only, occasionally only for specific segments of the industry. GOGLA members may expect to be invited to such meetings if they are clearly part of the target group, unless the objective of the meeting requires a more restrictive invitation list.

3.3.4 Influencing the agenda for sector discussions

GOGLA actively advocates on behalf of the industry on a range of topics. It also actively promotes, and helps deliver, sector support programmes to help develop the industry. Through GOGLA, members may influence agendas for sector policy and sector support as follows:

- Join GOGLA Working Groups and contribute to discussions, as well as proposing agenda items for GOGLA Working Groups. For specific issues GOGLA may from time to time establish ad-hoc sub-groups with active members, within the framework of a formal Working Group.
- Engage with GOGLA Office team members and/or members of the GOGLA Board of Directors for activities not (yet) covered by any of the Working Group agendas

3.3.5 Receive endorsement as responsible and serious industry stakeholder

- GOGLA members will receive a 'GOGLA member' logo which they may use on their website and other materials, to demonstrate they are GOGLA member and thus seriously committed to contributing to the industry.
- GOGLA members can use the GOGLA newsletter and member briefings to channel company updates (final editorial decisions with GOGLA).
- GOGLA will review the feasibility of company or product labels to help distinguish top performing members/products. If implemented, such labels may be restricted to GOGLA members in certain categories only.

Depending on the membership category, members may be entitled to additional GOGLA services as indicated under 'fee structure' below.

3.4 Member Rights and Duties

3.4.1 General

All GOGLA members shall actively promote the growth of the sector in a sustainable manner. All GOGLA Members:

- Shall abide to the GOGLA rules, including the Code of Conduct and the Corporate Social Responsibility Guidelines;
- Are expected to follow any recommendations applicable to their own organization from GOGLA Industry Opinions, or move towards meeting such recommendations as quickly as reasonably possible.

All GOGLA members have the right to be elected to the Board of Directors. As per AGM resolution (AGM 2014), there will be seven Board positions, of which a minimum of five must qualify for the category “Industry Member”.

Regardless of the membership category, all members have the right and are encouraged to join the various GOGLA working groups. Each working group member is allowed to vote when the working group makes formal decisions (one vote per GOGLA member).

3.4.2 Data reporting

All GOGLA members will be granted access to aggregated market data.

- All industry members are expected to report market data when asked by GOGLA. This includes, but is not limited to, the regular (currently six-monthly) reporting of sales data for all countries of activity and product categories; as well as product specifications of relevance used for the reporting of social impact. In turn, industry members who contribute market data will obtain access to data at the most detailed level available (on a level that does not allow to extract sensitive data of individual companies). GOGLA shall treat member data prudently and with greatest discretion, and only collect data that has been agreed upon in one of GOGLA’s Working Groups.
- Associate members may be incidentally invited to provide data or views; participation is voluntary.

3.4.3 Quality assurance

All GOGLA members trading in off-grid lighting and electrification products are expected to ensure that their products meet internationally agreed minimum quality standards and that products meet advertised specifications. All GOGLA members are encouraged to demonstrate this through, for example, independent testing or certification.

3.4.4 Membership fees

It is required for all GOGLA members to regularly and timely pay their membership fees in order to be able to access GOGLA’s services and benefits.

Depending on the membership category, members may have additional GOGLA rights and restrictions as indicated under ‘fee structure’ below.

3.5 Fee Structure

GOGLA applies a graded fee structure to allow also smaller companies and organizations to become a member of the association. The following GOGLA membership fees apply:

Industry Members		
Annual Turnover (1)	Annual Membership Fee	Specific rights/limitations
Start-up	USD 750	<ul style="list-style-type: none"> • Founded less than 3 years before application, and turnover < USD 1 million • Eligible for 'start-up' status for max 2 years
Below USD 1 Million	USD 1,500	<ul style="list-style-type: none"> • All normal rights/obligations for industry member
From USD 1 million to USD 5 million	USD 4,000	<ul style="list-style-type: none"> • Preferential placement on GOGLA website • All normal rights/obligations for industry member
From USD 5 million to USD 15 million	USD 7,000	<ul style="list-style-type: none"> • Preferred status for speaking roles at GOGLA events (subject to content/suitability) • Preferential placement on GOGLA website • All normal rights/obligations for industry member
From USD 15 million to USD 30 million	USD 10,000	<ul style="list-style-type: none"> • Engage GOGLA Office for company strategy review (on demand/against costs) • Invitations to closed-door conversations with key decision makers (when applicable) • Preferred status for speaking roles at GOGLA events (subject to content/suitability) • Preferential placement on GOGLA website • All normal rights/obligations for industry member
Above USD 30 million	USD 15,000	<ul style="list-style-type: none"> • Invitation to annual GOGLA Industry Leaders meeting with GOGLA Board of Directors and Advisory Board • Invitations to closed-door conversations with key decision makers (when applicable) • Engage GOGLA Office for company strategy review (on demand/against costs) • Preferred status for speaking roles at GOGLA events (subject to content/suitability) • Preferential placement on GOGLA website • All normal rights/obligations for industry member

Associated Member		
Staff count (2)	Annual Membership Fee	Specific rights/limitations
Individual Member	USD 750	<ul style="list-style-type: none"> • Reserved for individuals not representing an organization • All normal member rights/obligations, not transferable beyond the individual
1-10	USD 2,500	<ul style="list-style-type: none"> • May purchase access to GOGLA 'results platform' for market data • All normal member rights/obligations

10-100 staff members	USD 4,000	<ul style="list-style-type: none"> • May purchase access to GOGLA 'results platform' for market data • All normal member rights/obligations
100-500 staff	USD 7,500	<ul style="list-style-type: none"> • May purchase access to GOGLA 'results platform' for market data • All normal member rights/obligations
Above 500 staff	USD 15,000	<ul style="list-style-type: none"> • Free access to GOGLA 'results platform' for market data on request • All normal member rights/obligations

Notes:

1. For industry members that are part of a group or that focus on more activities than off-grid lighting and electrification alone, the applicable turnover is that of the legal entity which is responsible for commercial activities in off-grid lighting and electrification.
2. The staff count is that of the relevant legal entity responsible for activities in off-grid lighting and electrification or adjacent industries.

Membership payments are due to be paid in full by the subscriber members within 30 days of the date of issuing of the invoice. If not paid on time, membership may be suspended or withdrawn.

To be able to accurately determine the applicable fee, industry members will be requested to report their annual turnover category once a year to GOGLA.

If a member or qualifying applicant is unable to finance the full membership fee, the Executive Director may determine a temporary reduced fee at its discretion.

For existing members, the above fee structure will enter into force on January 1st 2022. For new members, the fee structure will enter into force upon adoption by the 2021 GOGLA AGM.

3.6 Membership application and cancellation procedures

Membership application and cancellation procedures are determined by the GOGLA Statutes, and summarized below.

For applications:

- Interested candidates should fill out the form on GOGLA's website.
- Information on the candidate will be reviewed by the GOGLA Office; the GOGLA Office may contact the candidate for additional information in case of questions.
- Reviewed applications will be presented to the GOGLA Board of Directors for approval.
- If accepted, the candidate will be informed and provided with a first invoice.
- On receipt of the first payment, the candidate will formally join GOGLA. Starting date will be assumed to be the 1st day of the month following acceptance by the BoD.
- New members will be provided with a GOGLA 'induction package' providing them with information on the workings of GOGLA, including these policies.

For cancellations:

- Membership will be automatically renewed per calendar year, unless ended by the member before 1 December of the preceding year.

- A cancellation needs to be submitted in writing (post or email) to the GOGLA Office.

3.7 Disputes

In the case of disputes with other GOGLA members, members should first try resolve it amicably and according to the GOGLA Rules and Code of Conduct. Should this not resolve the dispute, GOGLA's Executive Director can facilitate a dialogue between the parties involved in the dispute.

Disputes of a commercial or legal nature are outside of the remit of the GOGLA Board of Directors and management and should be handled through the appropriate mechanisms (e.g., law courts). GOGLA does not provide legal advice or investigate alleged disputes that are not related to a breach of the GOGLA Rules.

This policy was approved by the GOGLA Board of Directors on 26 May 2021 and adopted by GOGLA Members on [date].