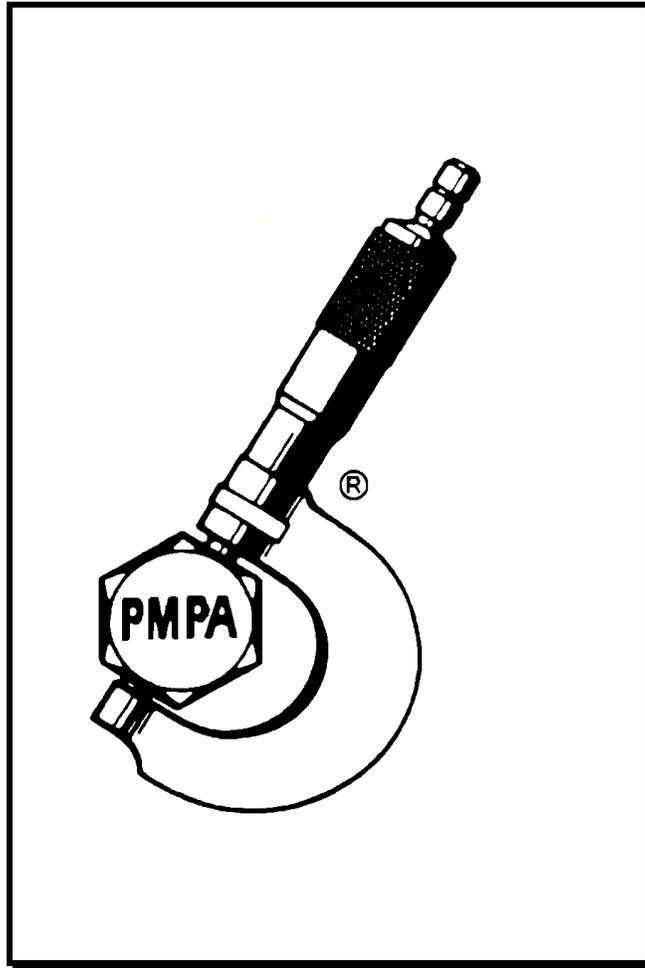


# Precision Machined Products Association Membership Guidelines



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## **VISION STATEMENT:**

*PMPA will be the premier provider of association services in advancing the global competitiveness of the precision machining industry.*

## **MISSION STATEMENT:**

*To lead progressive members toward global competitiveness and sustainable success while effectively representing the precision machining industry.*

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## **RIGHTS & DUTIES OF A MEMBER**

The member shall have the following right:

- To take part according to the Code of Regulation and Membership Guidelines, in all activities of the Association.

The member shall perform the following duties:

- Help carry out the aims and objectives of the Association as defined in the Code of Regulations.
- Inform Association staff and the officers concerning any act or matter likely to result in the loss of a member company.
- Report to the Association staff and its officers any information considered necessary for promoting and/or achieving the aims and objectives of the Association.

Disqualification of a member:

- A member may be deemed to be disqualified and, in accordance with the procedures set out in the Code of Regulations or otherwise, their membership cease if they:
  - Fail to pay their membership dues for a period of ninety days from the date of invoice.
  - Violate any of the Code of Regulations or Membership Guidelines of the Association.
  - Engage in unethical business practices or act in a manner prejudicial to the interests of the Association.

## CODE OF CONDUCT

- Member companies shall make every effort to ensure that their business conducts its affairs in a professional manner and in so doing, avoid behavior that could bring PMPA and its membership into disrepute.
- All members will ensure that marketing collateral (digital or printed matter) for their business is produced in accordance with the following criteria:
  - Materials (in text, graphic, audio or streaming media formats) must not violate the intellectual property rights of another party.
  - Materials (in text, graphic, audio or streaming media formats) must not promote illegal activities or provide information about illegal activities that is suggestive, influential or instructional.
  - Materials (in text, graphic, audio or streaming media formats) must not be sexually explicit, suggestive, obscene or pornographic content.
  - Material (in text, graphic, audio or streaming media formats) must not be offensive, profane, hateful, threatening, harmful, defamatory, libelous, harassing or discriminatory on the basis of race, ethnicity, religion, creed, sexual orientation, gender, or disability.
  - Membership logos may not be used for any other purposes other than to signify PMPA membership. Logos shall not be deployed to suggest endorsement of a member's web site, content, design or other activity by the PMPA.
  - Members may not deploy such logos, in any way whatsoever, on sites of their clients, suppliers or any third party.
  - Members shall not post unsolicited, blatantly commercial messages on any of the PMPA listserves. PMPA members shall not unfairly or falsely defame either the products or personnel of a competitor.
- Members should strive to make a contribution (during the course of each program year) through active participation in PMPA meetings, conferences and related programs.
  - PMPA meetings, conferences, listserves and other networking opportunities are educational events - not opportunities to recruit other members' employees.
  - Entertainment, such as hospitality suites shall be in a group form only and shall include all persons attending the meeting. Such entertainment must be included in the printed program of the meeting.
  - Members shall not schedule activities or events during a PMPA function, which would interfere or conflict with participation in the PMPA's scheduled program. To avoid any possible conflict, the member shall clear the event with PMPA staff in advance of its scheduling.
- Member companies should encourage suitable candidate companies to apply for membership.
- Member companies may not under any circumstances purport to represent, speak on behalf of or otherwise act as a representative of the PMPA unless specifically authorized to do so.
- All tangible and intangible benefits as may accrue to a member under the terms of their membership are deemed to be non-transferable and may not be sold or passed on to a third party.
- PMPA reserves the right to terminate the membership of those who do not abide by the Code of Regulations and these Membership Guidelines.

## ANTITRUST COMPLIANCE

Active participation is an important aspect of membership in PMPA. Participation adds to the vitality and energy of the organization, and furthers PMPA's vision of accomplishing together what can't be done alone in the precision machined products industry. In fostering opportunities for members to participate in its programs and committees, PMPA maintains a policy of full compliance with all laws regulating trade association activities.

The single most significant law affecting associations is the Sherman Antitrust Act, which together with its state law counterparts, makes unlawful every contract, combination or conspiracy in restraint of trade. In keeping with PMPA's compliance with this and other antitrust laws, association meetings and discussions are structured to be, in general, industry-promotion, industry-issue, industry-development or technically oriented. Discussions are focused on matters concerning production machinery developments, product developments, advancing "technical know-how," improving productivity and efficiency, generic terms, historical market data on a general (i.e., non-specific company) basis, and regulatory or legal industry-wide issues such as product liability, legal standards and government policies.

Historically, the most significant area of antitrust concern for associations has been price fixing. "Price fixing" is a very broad term which includes any concerted effort or action that has an effect on prices, terms or conditions of trade, or on competitors. PMPA meetings will not include discussions of pricing. In our ongoing compliance with antitrust laws, we remind PMPA members, as well as non-members who participate in PMPA activities, to refrain from any discussion which may provide the basis for an inference that they agreed to take any action relating to customer pricing, services, production, allocation of markets or any other matter having a market effect. We remind PMPA members and non-members participating in PMPA events to be sensitive to other matters that may raise particular antitrust concerns.

The following are guidelines participants should follow at PMPA meetings and related informal gatherings:

- **DON'T** discuss your own or competitors' actual prices or fees for service that might affect prices or fees, such as costs, discounts, terms of sale, profit margins or future marketing plans.
- **DON'T** stay at a meeting where any such price talk occurs – state why you are leaving.
- **DON'T** make public announcements or statements about your own prices or fees, or those of competitors, at any PMPA meeting.
- **DON'T** talk about what individual companies plan to do in particular geographic or product markets or with particular customers.
- **DON'T** speak or act on behalf of PMPA unless specifically authorized to do so.
- **DO** alert PMPA staff to any sensitivities in proposed statements to be made by PMPA or any of its committees.
- **DO** consult with your own legal counsel or PMPA staff before raising any matter or making any statement that you think may involve competitively sensitive information.
- **DO** be alert to improper activities, and don't participate if you think something is improper.

Adherence to these guidelines involves not only avoidance of antitrust violations, but avoidance of behavior which might be so construed. Bear in mind that the antitrust laws are stated in general terms, and that these guidelines only provide an overview of prohibited actions. If you have specific questions, seek guidance from your own legal counsel or from PMPA staff.

# AWARDS

## MAJOR AWARDS

**Frank T. McGinnis Merit Award:** The Merit Award is the association's highest award, conferred only upon recommendation of the Executive Committee. First presented in 1934, the Merit Award recognizes the recipient's contributions and continued service for the benefit of the Association and the Industry above and beyond the duties of any appointed or elected association office. Presented only when an individual has clearly met the requirements; the award is not given every year.

In recognition of Frank T. McGinnis who served the Association as Executive Vice President from 1952 to 1992, the Executive Committee in 1993 renamed the Merit Award the Frank T. McGinnis Merit Award.

**The Gold Micrometer:** In recognition of forty years of service to the Precision Machined Products Industry. A gold-plated micrometer is award each year to member company executives who have completed forty years of service to the Industry and met the following requirements:

- The recipient must be an active officer, partner, owner or executive with policy-making responsibility in the member company.
- The recipient must have been directly connected with the manufacture of precision machined parts for a total of forty (40) years, with the last (20) years of that time in the jobbing (contract) industry.
- The recipient's company must have been a member of the Association for ten (10) years as of the time of presentation. The years of membership are to be consecutive, not accumulative.
- The recipient must be currently active in the daily operation of the company.
- All recipients must have attended five (5) nationally registered meetings within the ten (10) years immediately preceding receipt of the award. At least two (2) of those five (5) meetings must be attendance at the Annual National Meeting.
- The recipient must be present in person at the Annual National Meeting to accept the award.
- The application for the award must be submitted by the recipient, or by an officer of the company, by May 1st of the year in which the award is to be made.

*\*\*\*\*\*No exceptions will be made – applicants must meet all of the criteria.\*\*\*\*\**

The Board of Directors has adopted the criteria as outlined above for eligibility for the award. Candidates are annually reviewed and passed upon by the Executive Committee.

## MEETING PARTICIPATION AWARDS

**Meeting Attendance Pins:** Meeting attendance pins are awarded to recognize attendance at 20, 40, 60, 70, 80, and 90 PMPA national meetings. A gold-plated micrometer lapel pin signifying attendance at six national meetings is presented at the sixth meeting.

**SERVICE AWARDS**

**Committee Service Awards:** Participation on association committees is recognized through the award of a plaque for initial committee service, and additional crests, properly inscribed with the year, to recognize extended service. Silver crests are awarded to committee members. This award is earned by a system of point accumulation for committee meeting attendance and other participation.

**Director’s Service Award:** Presented with appreciation to recognize each Director upon successful completion of his or her term as a member of the PMPA Board of Directors. The usual term of service is three years.

**District/Chapter Officers Award:** Presented at the end of the chairman’s term in appreciation and acknowledgement of his service to the district or chapter.

**TECHNICAL MEMBER AWARDS**

**Technical Membership Chairman’s Award:** This award is presented to recognize leadership and service rendered by the out-going Chairman of PMPA’s Technical Membership. With this award go the thanks and appreciated of all PMPA member companies.

**Technical Member Distinguished Service Award:** The Technical Member Distinguished Service Award is the association’s highest Technical Member award, conferred only upon recommendation of the Executive Committee.

**Technical Member Participation Awards:** To recognize and encourage participation in PMPA activities, this award is presented to selected Technical Member companies in appreciation for their outstanding contributions and service to the association. On the next page you’ll find the point system used to determine the winners of this annual award.

**Technical Member Participation Point System:** Through committee service, speaking at district meetings, providing expertise at Technical Conferences, and serving as officers, Technical Members fulfill a key role in the Association. Their contributions are greatly appreciated by the members, Trustees and staff. To show that appreciation, companies whose participation has been outstanding are recognized each year through the Technical Member Participation Award program.

Technical Member Participation Awards are presented at the association’s Annual Meeting held each fall. They are based on points accrued by each company during the association’s previous fiscal year, July 1 through June 30.

The three companies having the greatest number of participation points will receive this award, provided they have met the minimum numbers of 18 points. Any company not in the top three, but which has 25 points or more, will also receive the award. Companies not eligible for the award, but having at least 18 points will receive honorable mention at the National Technical Conference. In case of a tie in the number of points, duplicate awards will be presented. Participation points are accrued as follows:

<b>ACTIVITY</b>	<b>PER PERSON POINTS</b>	<b>PER COMPANY POINTS</b>
<b>NATIONAL TECHNICAL CONFERENCE</b>		
Attend	---	2
Exhibit	---	3
Featured Speaker	5	---
Gateway Table Teacher	2	---
Attend Technical Members Mtg. 1 (2 max)		---
<b>ANNUAL MEETING (FALL)</b>		
Attend	---	1
Featured Speaker	5	---
Attend Technical Members Mtg. 1 (2 max)		---

OTHER NATIONAL		
CONFERENCES & SEMINARS		
Attend	---	1
Featured Speaker	5	---
Exhibitor	---	3
DISTRICT/CHAPTER MEETINGS		
Attend	---	---
Featured Speaker	5	---
Plant Tour	---	4
Exhibitor at Supplier's Night	---	3
COMMITTEE PROJECT COMMITTEE		
Participation	2/Mtg.	---
<small>(first person from company only)</small>		
Committee/Project Committee		
Chairman	2/Mtg.	---
TECHNICAL MEMBER OFFICERS		
Chairman	3	---
Vice Chairman	2	---
Program Chairman	1	---
DISTRICT/CHAPTER OFFICER2		
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