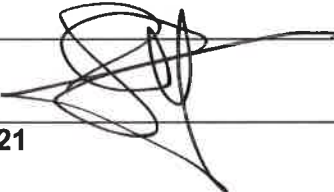




Water Institute of
Southern Africa

Member Disciplinary Policy

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SIGNATURE:			
POLICY REFERENCE NUMBER:	WP021		
REVISION DATE:	17 March 2017		
ASSOCIATED DOCUMENT	Code of Conduct		
VERSION CONTROL			
Version	Revision	Date	Reason for change
1			

1. Introduction

The aim of the Member Disciplinary Policy is to ensure all stakeholders are aware of the investigations and disciplinary procedure of the Institute. The policy is applicable to all members of the Institute.

The Institute is mandated to take any steps it considers necessary for the protection of the public and the environment, in their dealings with both professional and non-professional members, for the maintenance of the integrity and the enhancement of the status of water professionals.

2. Purpose

It is the Institute's right and obligation to investigate an act of improper conduct by a member and/or investigate a complaint, charge or allegation of improper conduct against a member brought by any person. The Institute may take steps which it considers necessary after the investigative process has been completed.

3. Disciplinary Committee

The Board shall appoint the Disciplinary Committee (DC). The committee will make recommendations to the Board pertaining to the membership status of members.

The DC shall consist of a minimum of three (3) people with a maximum of five (5) people. The Chairperson of the DC shall be an independent person appointed by the Board.

The DC shall deal with both investigative and disciplinary measures required when a contravention is reported, or that the Institute becomes aware of. The DC will consider all facts and circumstances regarding the alleged misconduct and shall agree upon an appropriate sanction, and make a recommendation to the Board in this regard.

4. Requirements

The Disciplinary Committee will meet at least once a year, and as when required throughout the year. The meeting will take place at the WISA Head Office and will be convened by the WISA Head Office.

5. Communication

The DC will report to the Board directly through the appointed Chairperson. The Chairperson will make recommendations to the Board regarding the outcome of the investigation. The Board shall then make the final decision regarding the member.

All complaints, concerns and contraventions shall be reported to the WISA Operations Manager who will then submit the required cases to the DC.

