

MEMBERSHIP APPLICATION

For company and individual (professional) members

Application No.:	Date: 20 __ / __ / __
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1. MEMBERSHIP TYPE

☐ Company member | ☐ Individual (professional) member

Individual membership grade (annual fee):

☐ HSE Officer — MNT 200,000	☐ HSE Manager — MNT 350,000
☐ Trainer — MNT 450,000	☐ Consultant — MNT 500,000

Company membership package (by headcount, fee negotiable):

☐ Small (up to 50 employees)	☐ Medium (50–250 employees)
☐ Large (250+ employees)	☐ Sponsor / Strategic partner

2A. COMPANY INFORMATION (completed by company members)

Company name	
State registration number	
Legal entity (registry) number	
Total number of employees	
Has an HSE unit / officer	☐ Yes ☐ No
Official address	
Phone / Email / Web	
Contact person (name, position)	
Contact phone / email	

Industry sector:

☐ Mining	☐ Construction	☐ Aviation
☐ Manufacturing	☐ Energy	☐ Other: _____

2B. INDIVIDUAL INFORMATION (completed by professional members)

Full name (surname, given name)	
Registration number	
Phone / Email	
Education and profession	
HSE experience (years)	
Current employer	
Position / sector	
HSE training & certificates (name, date, no.)	

3. LEGAL BASIS

This membership is governed by the Charter of the Mongolian High-Risk Professional Association and operates in accordance with the following laws and standards of Mongolia:

- Law on Non-Governmental Organizations (1997) — legal basis for the association and its membership.
- Labour Law /revised/ (2021) — employment relations and general OSH requirements (Articles 43 and 120).
- Law on Occupational Safety and Health (2008; amended 2015, 2022) — workers' rights and duties (Article 18), employer duties (Article 28), definition of high-risk workplace (Article 3.1.22).
- Regulation on organizing OSH training — Order A/173 of the Minister of Labour and Social Protection, 2023.
- MNS ISO 45001:2018 — Occupational Health and Safety Management System standard.
- Other relevant laws, regulations, procedures and national standards.

4. MEMBER RIGHTS

1. Attend the Association's training, certification, forums and events at discounted or priority rates.
2. Be listed in the national professional register and obtain a professional grade and certificate.
3. Access HSE standards, methodologies, template materials and the knowledge library.
4. Have professional interests protected, be represented through the Association, and receive legal advice.
5. Elect and be elected to, and vote in, the Association's governing bodies (depending on membership type).
6. Review the Association's activities, decisions and financial reports.
7. Submit proposals, complaints and initiatives, and take part in discussions.

5. MEMBER RESPONSIBILITIES

1. Comply with the Association's Charter, internal rules and professional code of ethics.
2. Apply the Labour Law, the Law on Occupational Safety and Health, and related standards, rules and procedures in day-to-day operations.
3. Pay the membership fee within the set period.
4. Meet the Association's training and continuing professional development (CPD) requirements.
5. Uphold professional ethics and integrity and protect the reputation of the Association.
6. Provide accurate information and notify the Association of any changes in a timely manner.
7. (Company members) meet workplace OSH requirements and standards and maintain an HSE unit / officer.

6. TRAINING & QUALIFICATION REQUIREMENTS

In addition to the general OSH training requirements set by the laws of Mongolia, members must meet the qualification requirements established by the Association.

Individual (professional) members:

- Hold professional education in HSE or a training certificate issued by an authorized body.
- Complete the Association's additional training / continuing professional development (CPD, at least 16 hours) each year.
- Renew and maintain professional grades and certificates on time.

Company members:

- In line with the law and related regulations: 50–100 employees require at least one HSE officer; 100+ require an HSE unit; in high-risk sectors (mining, energy, roads, construction) an HSE officer is required regardless of headcount.
- The HSE officer must have an engineering/technical or occupational-health education and be professionally qualified.
- Provide workplace OSH training to all employees (at least twice a year as required by law) and keep records.

References: Labour Law (2021) Articles 43, 120; Law on OSH (2008) Articles 18, 28; Minister of Labour and Social Protection Order A/173 (2023); MNS ISO 45001:2018.

7. MEMBERSHIP FEES

Grade / package	Period	Fee
HSE Officer	Annual	MNT 200,000
HSE Manager	Annual	MNT 350,000
Trainer	Annual	MNT 450,000
Consultant	Annual	MNT 500,000
Company package	Annual	Negotiable

Note: Fees are paid to the Association's bank account and proof of payment must be attached. Fee amounts and discounts may be updated by decision of the Board.

8. REQUIRED DOCUMENTS

Company members:

- ☐ Copy of the state registration certificate
- ☐ Information on the HSE unit / officer (appointment decision, certificate)
- ☐ Decision / official letter from an authorized person to join as a member
- ☐ Power of attorney appointing the contact person
- ☐ Proof of membership fee payment

Individual (professional) members:

- ☐ Copy of national ID card
- ☐ Copy of education / professional diploma
- ☐ Copy of HSE training / certificate (if any)
- ☐ Statement of work experience
- ☐ Passport photo (3×4, 2 copies)
- ☐ Proof of membership fee payment

9. APPLICANT'S DECLARATION

I confirm that the information provided above is true and accurate. I accept and undertake to comply with the Charter, internal rules and professional code of ethics of the Mongolian High-Risk Industry & HSE Association. I consent to the processing of personal and organizational data for the purposes of the Association's activities.

Applicant's signature and full name

Date (Y / M / D)

For company members, an authorized officer signs and affixes the company seal / stamp.

10. FOR OFFICE USE ONLY (completed by the Association)

Date received	
Received by	
Fee paid	☐ Yes ☐ No
Decision	☐ Approved ☐ Rejected
Member ID	
Board decision no. & date	
Notes	