



**Lighting Council**  
AUSTRALIA

**Lighting Council Australia**

PO Box 7077

YARRALUMLA ACT 2600

**Tel:** +61 2 6247 8011

**Fax:** +61 2 6162 3457

**Email:** [ceo@lightingcouncil.com.au](mailto:ceo@lightingcouncil.com.au)

**Web:** [www.lightingcouncil.com.au](http://www.lightingcouncil.com.au)

**ACN** 130 217 613

**Lighting Council Australia**

# Membership Kit

## 2016/17

<b>Application for Membership</b>	<b>2</b>
Membership Application Process	2
Membership Criteria	2
Membership Application Fee	2
Application for Election to Membership of Lighting Council of Australia	3
<b>Membership Fee Schedule and Protocols – 2016/17</b>	<b>4</b>
<b>Code of Conduct</b>	<b>6</b>
<b>Benefits of Membership</b>	<b>9</b>
<b>Lighting Council Australia Members</b>	<b>10</b>
<b>Lighting Council Australia’s Privacy Policy</b>	<b>11</b>

# Application for Membership

## Membership Application Process

Following lodgement of an application for membership with the required fee, a representative from Lighting Council Australia – normally the CEO – will where practical visit the applicant at their registered office. The Board of Lighting Council Australia subsequently will make an assessment and the applicant is advised. If the application is successful an invoice for membership fees based on a pro rata rate for the remainder of the financial year will be sent to the applicant. The applicant will become a Full Member on receipt of the application fee.

Note that the Board does not provide reasons for rejecting an application.

## Membership Criteria

The following membership criteria are applied by the Board and should be considered by intending applicants:

1. The applicant must meet the conditions stipulated in Lighting Council Australia's Constitution. The Constitution provides that:
  - a. The applicant must be a participant in the Industry in Australia, where Industry means 'the lighting industry, including manufacturers and suppliers of luminaires, control devices, lamps, solid state lighting and associated technologies'.
  - b. Lighting must be a prominent part of the applicant's business, or a prominent part of a separate division of the business.
2. In the Board's assessment, the applicant must be capable of meeting the requirements of Lighting Council Australia's Code of Conduct.
3. The business must be value-adding in Australia. Generally this excludes companies that are merely importing and selling lighting products without such features as transformation of the product in Australia, or significant design in Australia or significant employment in Australia.
4. The business must have been trading for at least 12 months.
5. The business must have a legal presence in Australia.

As stated above, the Board will not provide reasons for rejecting an application.

## Membership Application Fee

A membership application fee of \$250 applies to all applications and should be submitted with the application form.

Should the application be successful the \$250 will be credited to the first year's membership fee. The fee is non-refundable in the event that the application is unsuccessful or the company does not subsequently join Lighting Council Australia.

# Application for Election to Membership of Lighting Council of Australia

Full company name: \_\_\_\_\_ ABN: \_\_\_\_\_

Name of CEO/MD/Director: \_\_\_\_\_

Position: \_\_\_\_\_

Street address of company: \_\_\_\_\_

Postal address of company: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Email address of CEO/MD/Director: \_\_\_\_\_

My company wishes to have its web site address linked to Lighting Council Australia. Our website address is: \_\_\_\_\_

Company's principal activities: \_\_\_\_\_

Please indicate company turnover bracket for company's latest financial year of operations:

Annual Turnover		
< \$1 million <input type="checkbox"/>	\$5 - \$10 million <input type="checkbox"/>	\$100 - \$150 million <input type="checkbox"/>
\$1 - \$2 million <input type="checkbox"/>	\$10 - \$20 million <input type="checkbox"/>	\$150 - \$300 million <input type="checkbox"/>
\$2 - \$3 million <input type="checkbox"/>	\$20 - \$50 million <input type="checkbox"/>	> \$300 million <input type="checkbox"/>
\$3 - \$5 million <input type="checkbox"/>	\$50 - \$100 million <input type="checkbox"/>	

**Declaration:** I declare that the category selected is a true and accurate reflection of the company's finances

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*Company Accountant/Chief Financial Officer (Strike out as applicable)*

The said Company on being elected to membership undertakes to abide by the Rules and such By-Laws of Lighting Council Australia as may be in force from time to time and to pay within 30 days the prescribed membership fee.

I have read the Code of Conduct and the company undertakes to abide by its provisions.

**Signed (MD/CEO/Director):** \_\_\_\_\_

**Dated:** \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

**An application fee of \$250 applies** (credited to first year's membership fee if application successful and company joins).

Forward application form with payment of \$250 application fee to:

ceo@lightingcouncil.com.au (preferred)

or

CEO, Lighting Council Australia,  
PO Box 7077,  
Yarralumla, ACT 2600

**Payment**

1. Direct deposit (please forward remittance advice)

**Bank:** WESTPAC

**BSB:** 032713

**Account No:** 292337

**Credit Card**

**Card Type:**  Visa  Master Card

**Card no:** \_\_\_\_\_

**Expiry date:** \_\_\_\_\_

**Card holder:** \_\_\_\_\_

**Amount: \$** \_\_\_\_\_

**Signature:** \_\_\_\_\_

# Membership Fee Schedule and Protocols – 2016/17

## Calculating company turnover

- Company turnover relates to the company’s latest annual financial report to ASIC or latest annual financial statement (as applicable).
- Company turnover relates to Australian operations.
- Company turnover includes those operations falling within the lighting industry sector. If a company excludes any business segment for the purpose of calculating membership fees, such business segment(s) must be listed on the application for membership form.
- Company turnover includes the value of imported product or services subsequently sold within the company’s Australia operations.

## Verification of Company Turnover

An application for membership/membership renewal will only be accepted if the company turnover category nominated on the application/membership renewal form is verified as accurate by the company’s accountant or Chief Financial Officer.

## Individual Company Membership – Use Schedule 1

(Company groups applying for membership – use Schedule 2)

### SCHEDULE 1

Turnover bracket	Fee	
< \$1 million	\$2,725	(includes 10% GST)
\$1 - \$2 million	\$3,205	(includes 10% GST)
\$2 - \$3 million	\$3,535	(includes 10% GST)
\$3 - \$5 million	\$4,345	(includes 10% GST)
\$5 - \$10 million	\$7,615	(includes 10% GST)
\$10 - \$20 million	\$13,810	(includes 10% GST)
\$20 - \$50 million	\$19,270	(includes 10% GST)
\$50 - \$100 million	\$30,320	(includes 10% GST)
\$100 - \$150 million	\$41,165	(includes 10% GST)
\$150 - \$300 million	\$54,325	(includes 10% GST)
> \$300 million	\$59,570	(includes 10% GST)

## Company Groups Applying for Membership

- Where a Group of companies has operations in Australia and such operations are relevant to Lighting Council Australia, all members of the Group are encouraged to join the Council.
- Where some or all companies within a Group are relevant to Lighting Council Australia, a membership application will only be approved if it is from the largest relevant company within the Group.
- Where only one company within a Group elects to join the Council, only personnel from that company are entitled to participate in Council activities and attend Council events.

Company Groups shall pay membership fees according to schedule 2a and 2b:

### 1. Largest company in Group

Largest company in the Group will pay a membership fee based on the combined annual turnover of all companies in the Group according to Schedule 2a plus an additional amount based on its own annual turnover according to Schedule 2b.

### 2. All other companies in Group

Other companies in the Group will pay a membership fee based on their annual turnover according to Schedule 2b.

SCHEDULE 2A			SCHEDULE 2B		
Turnover bracket	Fee		Turnover bracket	Fee	
Up to \$5 million	\$2,415	(includes 10% GST)	Up to \$5 million	\$1,915	(includes 10% GST)
\$5 - \$10 million	\$3,865	(includes 10% GST)	\$5 - \$10 million	\$3,750	(includes 10% GST)
\$10 - \$20 million	\$7,005	(includes 10% GST)	\$10 - \$20 million	\$6,805	(includes 10% GST)
\$20 - \$50 million	\$9,630	(includes 10% GST)	> \$20 million	\$9,630	(includes 10% GST)
\$50 - \$100 million	\$20,685	(includes 10% GST)			
\$100 - \$150 million	\$31,530	(includes 10% GST)			
\$150 - \$300 million	\$44,685	(includes 10% GST)			
> \$300 million	\$49,940	(includes 10% GST)			

## **Lighting Council Australia Limited**

# **Code of Conduct**

### **1. INTRODUCTION**

This Code of Conduct has been adopted by members of Lighting Council Australia Limited for the purpose of setting out in a convenient form the requirements for responsible social, commercial and engineering conduct as designers, manufacturers and suppliers of lighting.

Lighting technology plays a significant role in achieving basic societal safety and environmental objectives.

The lighting industry is highly fragmented and has relatively low technical barriers to entry. Despite its fundamental importance to many basic safety operations, it is subject to comparatively low levels of regulation.

Consequently end users and consumers do not always have access to accurate and reliable information on what represents sound investment in lighting. This Code aims to engender trust between the industry and its customers by promoting conduct among members of Lighting Council Australia that reflects the highest commercial and technical integrity.

### **2. DEFINITIONS AND EXPLANATIONS**

#### **Lighting Council Australia**

Lighting Council Australia Limited is an incorporated trade Association representing manufacturers, suppliers and other participants in the lighting industry in Australia.

#### **Lamp**

A device for converting electric energy into visible light or ultraviolet light.

#### **Luminaire**

Apparatus which distributes, filters or transforms the light transmitted from one or more lamps and which includes all the components necessary for supporting, fixing and protecting the lamps, but not the lamps themselves, and where necessary circuit auxiliaries together with the means for controlling and connecting them to the supply, whether supplied within the luminaire or separately.

#### **Code Administrator**

Chief Executive Officer  
Lighting Council Australia Limited  
Ground Floor, 25 Bentham Street  
PO Box 7077  
YARRALUMLA ACT 2600

### **3. SCOPE**

The scope of this Code addresses the standards of conduct considered appropriate for the supply of Lamps and Luminaires in a manner that is consistent with:

- appropriate standards of commercial conduct
- supply of product that conforms to regulatory requirements
- excellence in lighting performance
- achieving social responsibility

### **4. OBJECTIVE**

The objective of this Code is to provide a set of statements that describe minimum standards of conduct supported by members of Lighting Council Australia. In addition to stating standards of conduct, the Code also sets out possible means by which these might be satisfied.

## 5. STANDARDS OF CONDUCT REQUIRED BY THIS CODE

### General

Signatories to this Code shall undertake to:

- abide by the terms of the Code
- inform and educate staff about the terms and conditions of this Code
- make copies of the Code available to inquirers
- accept any determination of the Board of Directors of Lighting Council Australia as ratified by the Association as the definitive guide to use and application of this Code

### Standards of commercial conduct

Lighting Council Australia members will support standards of commercial conduct through:

- maintaining standards of conduct consistent with good commercial and corporate conduct
- participating in programs that encourage increased environmental responsibility
- maintaining an occupational health and safety program according to requirements of applicable laws
- providing ongoing recruitment, induction and training programs for employees
- participating in trade practices training and awareness programs

### Supply of safe product

Lighting Council Australia members will supply product that satisfies requirements for safety as may be defined in applicable standards from time to time.

### Regulatory requirements

Lighting Council Australia members will support regulatory outcomes through:

- contributing to the development and maintenance of necessary lighting standards at both national and international level
- working with applicable government agencies to foster the use of energy efficient and environmentally responsible products
- supplying product that meets the requirements of applicable standards and regulation
- implementing procedures for conducting product recall in the event that product may be found unsafe or otherwise not merchantable
- adhering to country of origin labelling provisions of the Trade Practices Act

### PACI Principles

- Lighting Council Australia members adhere to the World Economic Forum's Partnering Against Corruption Initiative. The PACI Principles call for a commitment to two fundamental principles:
- a zero tolerance towards bribery
- development of a practical and effective implementation program

## 6. COMPLAINTS, DISPUTE PROCEDURES AND SANCTIONS

- 6.1 Any person may refer a complaint against a signatory to this Code to the Code Administrator. The complaint shall be in writing and shall be addressed to the Code Administrator.
- 6.2 The Code Administrator will seek resolution of any complaint.
- 6.3 If the complaint is not resolved in a manner acceptable to the Complainant, the Code Administrator shall:
  - (a) refer the complaint to the Board of Directors of Lighting Council with a summary of the nature of the complaint and, where appropriate, general reasons for that outcome.
  - (b) inform the Complainant that the matter has been referred to the Board of Directors and advise generally of the procedure that will follow in accordance with the rules of the Association.
- 6.4 Breaches of this Code may be actionable by the Australian Competition and Consumer Commission.

- 6.5 All complaints will be reported by the Code Administrator to the Board of Directors and be available to all signatories on request.

## **7. IDENTIFICATION OF SUBSCRIBERS TO THIS CODE**

A full list of subscribers to this code may be found at <http://www.lightingcouncil.com.au>

## **8. PUBLICITY AND REPORTING**

Lighting Council Australia shall widely publicise the existence of the Code to members, retailers and distributors, government departments and agencies, consumer organisations and other interested parties.

Subscribers to this Code will use reasonable endeavours to ensure that their employees and agents are aware of the obligation to comply with the Code.

An Annual Report on the operation of this Code shall be made. The Annual Report will contain the following:

- a summary of complaints referred to the Executive Committee and the decisions in each of those complaints
- a summary of monitoring activities
- any recommendations for revision of the Code

## **9. MONITORING, REVIEW AND AMENDMENTS**

The Board of Directors shall determine the manner of monitoring activities to be established in support of this Code.

This Code may be amended by Lighting Council Australia in general meeting.

Any interested party may refer comments and proposals for amendment to this Code to:

### **Lighting Council Australia Code Administrator**

PO Box 7077

YARRALUMLA ACT 2600

**Email:** [ceo@lightingcouncil.com.au](mailto:ceo@lightingcouncil.com.au)

## **10. CONTACT**

Chief Executive Officer

Lighting Council Australia

PO Box 7077

YARRALUMLA ACT 2600

**Email:** [ceo@lightingcouncil.com.au](mailto:ceo@lightingcouncil.com.au)

**Tel:** +61 2 6247 8011

**Fax:** +61 2 6162 3457



# Benefits of Membership

## Lighting Council Brand

Lighting Council Australia is known among customers and end-users for promoting high quality, energy efficient lighting. Its members subscribe to a Code of Conduct which reinforces this and adds further value to the Lighting Council brand. Ongoing promotion and interaction with specifiers and other stakeholders strives to build on this reputation. Members are able to promote their membership of Lighting Council Australia, including by use of the Lighting Council logo.

## Unsafe and Non-compliant Product

Lighting Council works with electrical safety, radio interference and energy efficiency regulators to remove unsafe and non-compliant product from the market.

## Australian Standards

Lighting Council holds positions on all Australian Standards Committees relevant to the lighting industry and makes representations to relevant international standards committees.

## Solid State Lighting Quality Scheme

Lighting Council Australia has developed a certification program for LEDs. Companies are issued with a label indicating that their product conforms to the supplier's claims in a number of critical areas. The label may be used for marketing purposes. Only Lighting Council Australia members are eligible to participate in the SSL Quality Scheme.

## EMC

Lighting products must comply with CISPR standards for electro-magnetic compatibility (EMC). Lighting Council, in consultation with the Australian Communications and Media Authority (ACMA), has developed phase 2 of an industry-based EMC compliance scheme to save participants substantial testing costs. Only Lighting Council members are eligible to participate in the scheme.

## Member Education

Members are able to participate in regular industry meetings and working groups. Lighting Council's resources include the services of a full-time Technical Manager and Standards and Regulatory Manager.

## Product Stewardship

Regulators in Australia have signalled adoption of legislation to ensure proper disposal of lamps, nickel cadmium batteries and other wastes of concern relevant to the lighting industry. Lighting Council is working with members and regulators to formulate acceptable and commercially viable disposal schemes. Lighting Council Australia administers FluoroCycle, a voluntary industry product, stewardship scheme to recycle mercury-containing lamps.

## Sub-industry Groups and Working Groups

Members may participate in the following industry sub-industry groups and working groups to address sector-specific issues: Lamp Suppliers Sub-industry Group; Emergency Lighting Sub-industry Group; Lighting Controls Sub-industry Group; Solid State Lighting Sub-industry Group; Street Lighting Sub-industry Group.

# Lighting Council Australia Members

February 2017

ABB Group	Evolt	Mondo Luce
Acolyte Australasia	Eye Lighting Australia	Nelson Industries
Advanced Lighting Technologies Australia	Famco Lighting	Nikkon Lighting
	Frend Lighting Industries	Oak Electronics
AGLO Systems	Future Electronics	Oriel Lighting (Australia)
Arrow Electronics Australia	Fuzion Lighting	Pacific Lighting
Atom Lighting	General Innovation Australia	Pecan Lighting
Aurora Lighting	Gerard Lighting	Philips
Austube	Green Illumination	Philips Dynalite
Bardic Emergency Lighting - M+H Power	Haneco Lighting	Prolume
Beacon Lighting	Hermosa Lighting	Q Industries
Brilliant Lighting	HIGHLUX	SAL Nationwide
CLA Lighting	Hitachi Australia	Schreder Australia
Clevertronics	HPM Legand	Sill Lighting
Clipsal Australia	llum-a-lite	Southern Cross Illumination
CMP Controls	Inlite	S-Tech Holdings
Comm-Chem Materials	Innovation Lighting Distributors	Tenrod Australia
Cooper Industries Australia	Innovation with Energy	Thorlux Lighting Australia
Cougar Lighting	Intralux Australia	Thorn Lighting
Current, powered by GE	KLIKsystems	Toshiba International Corporation
Danson Electronics	LED Eco Lighting	Trend Lighting
Davis Lighting	LED Group	Tridonic Australia
Designlite	LEDNEXT	Ultra-Tech Electronics
Dialight ILS Australia	LEDVANCE	Verbatim Asia-Pacific
Dux Lighting	Light Source Solutions	Versalux
Efficient Lighting Systems	Lighting Australia	Viewlight
El-Electric	LSI Hamilton Lighting Systems	Vossloh-Schwabe Deutschland GMBH
Emerald Planet Environmental Pty Ltd	Lumitex	Yi Yun Corporation t/a Jinhang Lighting
	Lummax	Zumtobel Lighting
Empyrean Lighting	Maco Lighting	
Energetic Lighting Australia	MARTEC	
Energy Saving Products International	Mercator	
	Mirabella	
Enlighten Australia		

# Lighting Council Australia's Privacy Policy

Lighting Council Australia is committed to observing the 10 National Privacy Principles as set out in the Privacy Amendment (Private Sector) Act 2000.

## Collection of personal information

Personal information collected by Lighting Council Australia about its members may include name, company/organisation, position, business address, business telephone and fax number, email address, mobile telephone number and the Lighting Council Australia working groups to which the individual belongs. This information is provided either by the individual concerned or by the company/organisation (i.e. Lighting Council Australia member) to which the individual belongs.

Lighting Council Australia may also collect contact details about individuals attending Lighting Council Australia events and meetings as well as business card information about individuals who have met Lighting Council Australia Secretariat staff.

## Use and disclosure

Lighting Council Australia maintains this personal information on members and other stakeholders in order to provide information relating to the Association's activities, events and projects, and secondly to provide information which may assist the business operations of the Lighting Council Australia member to which the individual belongs.

In exceptional circumstances this information may be provided to another organisation for purposes of providing information on matters which may assist the business operations of the company/organisation to which the individual belongs. However, this action is only undertaken with the express permission of the Lighting Council Australia member and/or an individual nominated by the member.

Lighting Council Australia does not sell, trade or exchange personal information or mailing lists.

## Access and correction

On application to the Lighting Council Australia secretariat, individuals about whom Lighting Council Australia collects information are welcome to access information relating to them. Incorrect information will be rectified immediately on receipt of revised information. To assist Lighting Council Australia maintain current and accurate information, Lighting Council Australia members are requested to inform the Association whenever their details change.

## Internal privacy audits

Lighting Council Australia is committed to conducting periodic internal audits of its privacy protection arrangements.

## Contact information

Chief Executive Officer  
Lighting Council Australia  
PO Box 7077  
YARRALUMLA ACT 2600  
**Tel:** +61 2 6247 8011  
**Fax:** +61 2 6162 3457  
**Email:** [ceo@lightingcouncil.com.au](mailto:ceo@lightingcouncil.com.au)