

POLICY/PROCEDURE NUMBER: **D – 2.3**

| | |
|-----------------------------------|----------------------------------|
| DATE: May 6, 1992 | SUBJECT: |
| ISSUE: Membership Policies | Termination of Membership |
| REVIEWED: August 2023 | PAGES: 1 of 1 |

1.0 Policy:

1.1 The Board of Directors of the Canadian Healthcare Engineering Society may suspend or expel a member in any membership classification for non-payment of dues.

2.0 Procedure:

2.1 A member in good standing can resign their membership by submitting their resignation in writing to the Board of Directors.

2.2 Membership dues for the current membership year are in arrears after April 1.

- i) Membership renewal notices will be sent to members monthly starting 2 months prior to expiration of membership.
- ii) Members in arrears as of April 1st will no longer have access to the online membership tools.
- iii) Members who are 60 days in arrears will automatically be terminated from mailings of the Quarterly Journal.
- iv) Membership will be terminated when members are 90 days in arrears and all membership benefits will be terminated.

2.3 The Board of Directors may suspend or expel a member for non-payment of annual dues or for any conduct or reason which the Board of Directors considers not to be in the best interest of the Society. The suspended member shall have the option of appeal, and a decision shall be made regarding termination of membership by an Appeal Committee consisting of three (3) members at large.

- i) The first member to be appointed by the suspended member
- ii) the second member to be appointed by the National President and the appropriate Chapter Chairperson (if a formed Chapter)
- iii) The third member, who will act as Chairperson, to be appointed by the other two members of the Appeal Committee.

2.4 A member who no longer meets the requirements of eligibility as stated in the CHES Bylaws, Article 4.3, is no longer eligible for membership in the Society and their membership shall be automatically terminated at the end of the term for which dues have been paid.

Approved by: _____
President

Date: _____