

TASMANIAN POLAR NETWORK INC



Membership Application Package



Tasmanian Polar Network Inc.

TASMANIAN POLAR NETWORK INC – Membership Application

The Tasmanian Polar Network thanks you for considering membership of the only incorporated peak industry body for cold region goods and service providers in Australia.

The Tasmanian Polar Network focuses on working co-operatively to instigate and implement projects that contribute to enhancing Hobart's status as the pre-eminent supply and departure point for the Antarctic, sub-Antarctic and Southern Ocean region.

Any Tasmanian based organisation that has an interest or involvement in Polar activities, is openly invited to become a member of the Tasmanian Polar Network

A membership application can be found at the end of this Membership Package. Please note that to have your membership application considered, you **must** be nominated and seconded by existing Tasmanian Polar Network members.

If you need assistance Antarctic Tasmania can introduce you to existing members to facilitate your application.

Business Profile

Background

The Tasmanian Polar Network (TPN) was established in 1993 by the Tasmanian Government, working in conjunction with the Australian Antarctic Division, the Antarctic CRC and private industry suppliers of polar products. The organisation became incorporated in 1999.

While previous groups had been established to discuss Tasmania's role in Antarctic matters, the TPN was the first group to focus on activities aimed at promoting Hobart's status as Australia's Antarctic capital.

The TPN enjoys bi-partisan political support and members warmly appreciated the support given in the past by Sir Guy Green, the former Governor of Tasmania, who was very active in Antarctic and Sub-Antarctic affairs during his tenure as the Governor of Tasmania.

The current Minister responsible for Antarctic affairs is Ms Lara Giddings, MHA, Minister for Economic Development.

Facilitation and Promotion

Essential to the success of the TPN is high levels of communication between all of its members.



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This is facilitated and supported by Antarctic Tasmania, the Tasmanian State Government's dedicated Antarctic business unit, which provides secretariat and administrative support to the organisation.

Promotion of the TPN's business capability and capacity is also essential to the long term success of the Network. Since 1994 TPN members have travelled to Antarctic meetings in Rome (Italy), Cambridge (UK), Concepcion (Chile), Tokyo (Japan), Shanghai, (China) and Bremen (Germany).

TPN participation at these meetings aimed to create an awareness of the TPN's resupply capability and capacity, as well as promoting Hobart as the port of call "*on the way South*" to the representatives of the 26 countries engaged in polar research.

The Tasmanian State Government, through Antarctic Tasmania, combined with the TPN has been able to create opportunities for TPN members to meet visiting expeditions, discuss their resupply needs and provide solutions for their requirements (to their problems/challenges).

It is through activities such as these that Hobart is able to promote and market its competitive advantage as the pre-eminent Antarctic gateway city to potential new markets.

Hobart's competitive advantage lies in the breadth of its polar connections which includes historical connection with Antarctica that extends over 200 years; high-quality education in the Antarctic sciences; an Antarctic research capacity that is world class and a level of expertise in related private industry that is second to none.

Antarctic focussed projects currently receiving TPN attention include:

- The Australian Antarctic Division's Antarctic Airlink Project, which will be based out of Hobart International Airport and the commercial opportunities this project may present to TPN members in the future.
- Further developing projects derived from discussions at the Governor's Forums on the Antarctic, Sub-Antarctic and Southern Ocean region.
- The facilitation and organisation of amenities for visitors to Hobart for Antarctic conferences through Antarctic Tasmania.
- Attending International Antarctic Science conferences and Trade exhibitions, such as SCAR and COMNAP meetings.
- Effective and efficient ship resupply.



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Obligations of Membership

The Tasmanian Polar Network (TPN) is an incorporated association. As such, the Associations Incorporation Act, its Regulations and Model Rules imposes operational obligations on the organisation and through that its members.

In the majority of cases these are procedural and are only of major concern to Committee Members. However, membership of the TPN does impose obligations of another kind on its members. Membership of the TPN should be performance-based, not just ideas-based.

Members should be prepared to:

- work cooperatively with other members to maintain and enhance the TPN's status and credibility;
- actively participate in TPN projects that require specialist knowledge; and
- communicate and share their Antarctic-related information at networking opportunities, both business and social.

The TPN holds quarterly General Meetings, which are followed by a Committee Meeting. It also holds one Annual General Meeting per financial year. The TPN financial year extends from 1 July to 30 June.

Application for Membership

The procedure for applying for membership is governed by the Associations Incorporation Act. Members need to apply on the accompanying form. On receipt of the form the Secretary will have the application discussed at the next meeting of the Committee.

On advice from the Secretary that the application has been successful, the member will then forward the appropriate membership fee to the Secretary at which time he/she will become a member.

Membership fees

Membership fees cover the applicant for the upcoming Financial Year, and are due on 1st July each Financial Year. Pro rata payments are not accepted by the Network.

Small Business	(Less than 5 employees)	\$120.00 per annum
Medium Business	(6-50 employees)	\$180.00 per annum
Large Business	(More than 50 employees)	\$300.00 per annum

Please send your completed Membership Application Form to:

Secretary
Tasmanian Polar Network
G.P.O Box 824
Hobart TASMANIA, 7001



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Please use the following example and guide to assist you in completing your **Membership Application Form** and for writing your **Business Capability Statement** or **Product and Services Statement**. Below is an example made up for a “dummy” company to guide you through the form.

EXAMPLE

Organisation Name	ABC Pty Ltd
Organisation Type:	Manufacturer & Engineering Consultant, or Supplier, or Stevedore, or Ships Provider, or Shipping Supplies <i>(Helps to categorise the database, so keep it simple and self explanatory)</i>
Representative Name	Mr. Joe Blogs
Postal Address	GPO Box 123, Very Long Street, Suburb 7000, Hobart, TASMANIA.
Phone	(03) 6225 1234 <i>(only local prefixes required for all phone numbers, as database will automatically convert to International.phone #)</i>
Mobile	0418 123 456
Fax	(03) 6225 1235
Email	j.blogs@ABC.com.au
Home Page	ABC.com.au
Capability Statement (example 200 words)	<p>Founded in 1938 and located in Hobart, ABC Pty Ltd has over 55 years of providing Antarctic focused engineering services and advice. ABC takes great pride in its long history of providing professional service and advice to the Antarctic region.</p> <p>Specialising in the design and manufacture of custom design pre-cast steel for extreme, cold regions, ABC Pty Ltd are the number one source of professional manufacturing & engineering consulting advice for any Antarctic or cold region steel product.</p> <p>Staffed by creative professionals, our primary goal is to provide you with a creative solution based solely on your requirements, not ours.</p>
Product Statement (example 32 words long)	<p>ABC designs and manufactures:</p> <ul style="list-style-type: none"> • Custom specification design & pre-casting • ABC™ Steel caps • Walking / Hiking sticks <p>ABC also provides customer service & advice to all Antarctic focused manufacturing enquiries.</p>
Quality Certification	– ISO 9000, AQUIS Exporter <i>(any quality certification or qualifications that your business holds)</i>
Membership	– Tasmanian Polar Network (TPN), – Tasmanian Chamber of Commerce & Industry (TCCI) <i>(full name + abbrev of ALL associations)</i>
Other Keywords	– Steel, pre-cast, engineer <i>(key words associated with your businesses key capability, to be used for search engine)</i>



GUIDE

<p>Capability Statement</p>	<p>This is your capability message, about what your company can do, or otherwise known as the "elevator pitch". This is what you would say about your company in 3 minutes. No more, no less.....</p> <p>If you don't have a Business Capability Statement, people will not know what you are CAPABLE of doing and providing them.</p> <p>This is what you do, how you do it & why people should choose you. Keep it short, sweet & simple.....as no-one will read anything on the web that is too long in length.....</p> <p>Imagine you're in an elevator with Bill Gates or Donald Trump...would you bombard them with EVERY bit of information on your company or would you cut to the chase and highlight the most important aspects of your business?</p> <p>The IMPACT that you make here will MOTIVATE people to either stop searching and contact YOU or continue with their research because they couldn't tell what it is you do / offer.</p> <p style="text-align: center;">WORD LIMIT: 200 words</p>
<p>Product Statement</p>	<p>Only include the things that you make / sell. These may be either <i>products</i> OR <i>services</i>. This is NOT what you do (that is capability info and should ONLY be included in the above section).</p> <p>This information it is just about what you sell / provide. Provide dot points if there is a list, to clarify.</p> <p>Products</p> <ul style="list-style-type: none"> • Widgets • Flooglebinders • What-cha-me-call-its <p>Services</p> <ul style="list-style-type: none"> • Manufacturing consultation • Historical Antarctic advice • Extreme Engineering consultation <p style="text-align: center;">WORD LIMIT: 100 words</p>

If you have ANY queries with any of this process, do not hesitate to contact the TPN's Secretariat, Antarctic Tasmania on (03) 6233 5493.

Tasmanian Polar Network – The Way South