

## Mission Statement

Provide and promote specialist services to the Oil and Gas exploration and production industry and identify and compete for opportunities in New Zealand and international markets.

## Strategy

The OGST key strategies are to help member companies to:

- Foster industry networking and the sharing of market intelligence
- Build recognition of OGST capability amongst purchasers of services
- Build and maintain a collaborative profile of OGST members and capabilities
- Collaborate on marketing activity to capitalise on opportunities
- Establish and maintain effective links with Government agencies

## Goals

- Members attend and actively participate in the implementation of the OGST strategies
- Share market intelligence and information with OGST members
- Build recognition of OGST capability and brand through marketing strategy
- Identify and explore marketing opportunities in the Oil & Gas Industry
- Establish and maintain effective relationships with relevant Government and key industry organisations
- Provide appropriate electronic and print publications of OGST Capabilities
- The membership is committed, self sufficient, industry-driven and financially sustainable
- Actively promote the capabilities of the Taranaki region both nationally and internationally.
- The goals and strategy of the OGST will be implemented via an annual business / marketing plan.

## Governance and Operations

- OGST is an initiative of Venture Taranaki Trust as Taranaki's development agency – supporting the growth of key sectors to the regional economy.
- OGST is facilitated and managed by Venture Taranaki Trust, including operational, financial and contract management.
- A chair is voted into place by members for a period of two years
- A steering committee, consisting of a smaller group of volunteer members, will provide guidance and recommendations to the group as well as review new member applications against membership criteria
- Any member who has been an active part of the group for 12 months is welcome to join the steering committee

## Membership Criteria

Oil and Gas Specialist Technologies (OGST) members must meet the following entry requirements:

- Add additional value to the group's capabilities or capacity.
- Supply direct specialist support services to the NZ Oil & Gas Industry.
- Demonstrate professional and technical capabilities.
- Demonstrate a commitment to and positive track record on HS&E matters
- Present to the group their company services and capabilities at least once every 18 months
- Have a registered office in New Zealand.
- Conform to the Code of Ethics.
- Be financially sound
- Pay the relevant joining and annual membership fees within 30 days of invoice (membership will not be finalised until receipt of payments).

## Application process

Any new membership application must follow the following process:

- Ideally, applicants will be referred or endorsed by an existing member however this is not essential
- Applications must be made via the application form found on [www.oilandgas.co.nz](http://www.oilandgas.co.nz) website.
- Each application must highlight involvement in the Oil & Gas Industry, value-add to the group and other applicable criteria.
- The steering committee will review each application against the above criteria and make a recommendation to the group.
- All applications will be put to the wider group before they are either accepted or declined.
- Applicants will only be accepted if approved by 85% or more of member votes received.

Note: A potential member may not be excluded solely on the basis of being in direct competition with an existing member.

## Joining fee

- All new members shall pay a one-off joining fee, currently \$1,500 + GST.
- Joining fees are payable to Venture Taranaki Trust within 30 days of invoicing.
- Joining fees are not pro-rata and non refundable.
- All fees are reviewed annually.

## Annual membership fee

- All members shall pay an annual membership fee, currently \$2,000 + GST.
- Membership fees are payable to Venture Taranaki Trust within 30 days of invoicing.
- Membership year runs from 1 July to 30 June and all membership fees shall become due by 30<sup>th</sup> June each year, payable in advance for the following year.

- Membership fees are charged on a non pro-rata basis until the 31<sup>st</sup> December, after which membership fees are pro-rata and are then due for the current and following year. I.e. new members cannot pay just for the remainder of the first financial year if less than 6 months; they must also pay the following year in advance, at the same time.
- Membership and joining fees go towards the operational and marketing costs of the group, and any other costs as approved by the group.
- Any changes to the membership fees will be notified to members in writing 30 days prior to the final date payable.
- Budgets will be produced and distributed regularly to all members to ensure financial transparency.
- Membership fees are non refundable.

## Commitment requirements of all members

- Actively contribute, participate and provide feedback to marketing opportunities, the group's goals, objectives and strategies when asked.
- Provide company information for marketing material in a timely manner when requested.
- Actively participate in meetings and events
- Submit apologies to the facilitator or Chair prior to the meeting and where possible provide a contribution to the meeting's discussion and / or a delegated / alternative company representative
- Collaboratively promote group capabilities, domestically and internationally where possible or practical.
- Pay all fees and other costs incurred to Venture Taranaki Trust within 30 days of invoicing.

## Code of Ethics

The OGST Code of Ethics must be signed within 30 days of membership acceptance and adhered to by all members of the group at all times. Failure to do so may result in termination.