

JOIN A COMMUNITY OF INTEREST

Criteria

In order to join a UKDSC Community of Interest (CoI) your company / institution / organisation / government agency (hereinafter referred to as 'company') must demonstrate compliance with the following criteria. A potential CoI member must:

1. Provide evidence that they trade or operate in the UK.
2. Provide in the UK – either directly or potentially – a material development, manufacturing, service provision or consultancy capability within a sector that would be relevant to the aims of the Defence Growth Partnership.
3. Not act in any way as to bring the name of the UKDSC into disrepute. Membership may be terminated should this occur, examples of such might include, but are not limited to:
 - Contravention of national laws.
 - Breaches of security and/or confidentiality
 - Directly or indirectly discrediting UKDSC.

Please complete the application form in full. Our Membership Committee will review your application. You may be asked to submit additional information prior to a decision if additional clarity is required. Please note the boxes marked * are mandatory fields.

1. DETAILS

Company name*	
Address*	
Contact Telephone*	
General email*	
Web address*	
Parent company address	
Subsidiary company addresses	Please use a separate sheet if necessary
Contact name and position*	This needs to be the person in your company that will be best placed to Receive information from UKDSC and disseminate it throughout your company
Any other Information	

1. COMPANY DETAILS (continued)

Contact telephone*	
Contact email*	
Head of company*	
Head of company email*	
No. of employees in the UK*	
No. of years in business*	You may be asked to provide additional information if your company has been trading for less than 2 years
Company House registration no.*	
VATno.*	
Total annual turnover	
Company profile *	
<p>Please clarify what your UK workforce does in terms of design / development / production or support of UK Defence products and/or services</p>	
Sectors that your company operates in*	<p>Please tick all that apply:</p> <p>Aerospace <input type="checkbox"/> Defence <input type="checkbox"/> Security <input type="checkbox"/> Space <input type="checkbox"/></p> <p>Other(s) <input type="checkbox"/> Please State _____</p>

2. Two references required*

Referee one. (Preferably an existing UKDSC Member or a UKDSC member of staff)

Contact name and position	
Telephone	
Email	
Company name	

Referee two. (UK Customer Reference)

Contact name and position	
Telephone	
Email	
Company name	

3. Where did you hear about UKDSC?

- Website
- Publications
- Recommendation
- UKDSC Member
- UKDSC Member of staff
- Exhibition/Event
- Other

	Please name the member of staff
	Please name the event

4. Community of Interest Participation*

Please indicate below those Communities of Interest that you would wish to participate in and give a brief description of how you meet criteria 1 and 2 highlighted at the beginning of this form under 'Criteria'.

Reference	Name of CoI	Your CoI PoC	Rationale for Joining CoI (what value add can you bring to the CoI)
1			
2			
3			
4			
5			
6			
7			
8			

Name

Date

Position

Signature

5. Please return this form to:

Membership UKDSC
Building A2 Cody Technology Park
Farnborough
Hampshire
GU14 6FD

6. Data Protection Act

Any personal data provided in connection with your Membership will be forwarded to the UKDSC Membership Committee and other organisations which may be interested in providing services to Members for the purpose of facilitating your company's business opportunities associated with your Membership. Any personal data may be transferred outside of the EU territory. By signing this form you confirm that your employees, whose personal data you provide, have consented for us to process their data.

The details of your company's products, services and employee contacts may be made available through the UKDSC website and similar media and therefore may be reviewed by customers.

The UKDSC is operated by ADS. ADS is a company limited by guarantee. As such, the extent of a Members liability cannot exceed £100 which they are asked to guarantee. The ADS company registration No is 7016635

Application and Appeal Procedures

Application Procedure

1. All completed applications for membership should be returned to the address above.
2. All applications will be considered against the membership criteria outlined on the application form.
3. Each application will be passed to the Membership Committee for approval. The UKDSC CEO and UKDSC Executive Board will be informed of new applications and the decision reached by the Membership Committee.
4. The Membership Committee may place new Members on a one year review.
5. You will be notified of the outcome of your membership application within 30 working days of us receiving your completed application form.

Appeals Procedure

1. Where an application has been rejected, the applicant will be informed in writing of the reasons for such rejection and of its right to appeal against the decision within 7 days of such notification. All appeals should be sent in writing to the Executive Director – Business.
2. All appeals will be considered by the UKDSC Executive Board (EB) at their next meeting occurring after the rejection. The company concerned has the right to be present at the appeal element of the EB meeting. The EB decision will be final.