|  |
| --- |
| **Application Form** |

We are excited about your interest in joining our community of finance professionals. Please complete the following initial application information to enable us to consider your organisation and start the consultative process:

**Section 1: Applicant Information**

1. **Full Name of Person Authorised to Complete the Application:**

|  |
| --- |
|  |

1. **Contact Details:**

Email:

|  |
| --- |
|  |

Phone Number:

|  |
| --- |
|  |

1. **Organization Name:**

|  |
| --- |
|  |

1. **Position/Title in Organization:**

|  |
| --- |
|  |

1. **Organisation Physical Address:**

|  |
| --- |
|  |

1. **Organisation Website Address:**

|  |
| --- |
|  |

1. **Country where the Organisation is Registered:**

|  |
| --- |
|  |

**Section 2: Membership Criteria**

*Please review and confirm your adherence to the ICFOA membership criteria:*

* I confirm that my organization meets the ICFOA membership criteria.
* I agree to uphold the standards and practices as outlined by the ICFOA.

**Section 3: Duties and Obligations**

*Acknowledge your understanding and commitment to the duties and obligations of ICFOA members:*

* I have read and understood the duties and obligations of ICFOA members.
* I commit to actively participating and contributing to the ICFOA community.
* I commit to acting in the best interest of ICFOA at all times.
* I commit to actively participate in ICFOA activities.

**Section 4: Self-Assessment Documentation**

*In this section, provide detailed information demonstrating how your organization meets the ICFOA membership criteria. Your responses will help us evaluate your application effectively.*

1. **Organizational Profile:**
	* Briefly describe your organization (e.g., size, nature of business, years in operation):

|  |
| --- |
|  |

1. **Compliance with ICFOA Standards:**

*In this section, please detail how your organization aligns with each of the ICFOA's Statements of Membership Obligations (SMOs). Provide specific examples or descriptions for each area.*

* + **SMO 1 – Quality Management**:

How does your organization implement and uphold a comprehensive quality management system to ensure its operations are in strict compliance with prevailing corporate governance standards?

|  |
| --- |
|  |

* + **SMO 2 - Professional Development:**

Describe your organization's approach to ensuring continuous professional development for its members.

|  |
| --- |
|  |

* + **SMO 3 – Ethical Conduct:**

Has your organisation adopted professional ethics and standards of conduct for its members?

|  |
| --- |
|  |

* + **SMO 4 - Professional Conduct Enforcement**

How does your organization uphold and enforce professional ethics and standards of conduct?

|  |
| --- |
|  |

* + **SMO 5 - Global Standards:**

How does your organisation encourage and facilitate the adoption and implementation of relevant international standards in financial management, reporting, and control?

|  |
| --- |
|  |

* + **SMO 6 – Act in the Public Interest :**

Does your organisation contribute to the development of policies and practices that promote transparency, accountability, and efficiency in financial management?

|  |
| --- |
|  |

* + **SMO 7 - Institutional Capacity:**

Does your organisation have the governance, resources, and processes necessary to effectively support their members and fulfil their obligations to the ICFOA.?

|  |
| --- |
|  |

* + **SMO 8 - Member Contributions**:

How does your organisation plan to contribute to the ICFOA's activities and share knowledge and practices that benefit the global finance community?

|  |
| --- |
|  |

* + **SMO 9 - Reporting:**

Does your organisation commit to regularly reporting to the ICFOA on its compliance with these SMO’s and its ongoing efforts to improve the finance profession within their jurisdictions.

|  |
| --- |
|  |

*Note: Please provide specific examples or case studies where possible, and attach any relevant documentation that supports your responses.*

1. **Professional Contributions:**
* Detail any significant contributions your organization has made to the finance profession (e.g., research, publications, community initiatives):

|  |
| --- |
|  |

1. **Financial Expertise and Achievements:**
* Highlight key financial expertise within your organization and any notable achievements:

|  |
| --- |
|  |

1. **Commitment to Continuous Improvement:**
	* Explain your organization’s commitment to continuous improvement and professional development in finance:

|  |
| --- |
|  |

1. **Ethical Standards and Practices:**
	* Describe how your organization upholds high ethical standards and practices in its operations:

|  |
| --- |
|  |

1. **Additional Supporting Information:**
	* Provide any additional information or context that supports your application (optional):

|  |
| --- |
|  |

*Note: Please attach any relevant supporting documents, such as certifications, awards, or publications, that further demonstrate your organization's eligibility for ICFOA membership.*

**Section 5: Submission Guidelines**

* Please attach any relevant documents and ensure your application is complete before submitting.
* Applications should be sent to: office@cfo-alliance.org

**Section 6: Declaration and Signature**

* *I hereby declare that the information provided in this application is accurate and complete to the best of my knowledge. I understand that providing false or misleading information may result in the rejection of my application or revocation of membership.*

**Signature:**

|  |
| --- |
|  |

**Date:**

|  |
| --- |
|  |