

ACCREDITATION BY-LAWS

These By-laws were last amended and ratified by the Executive Committee on Tuesday 2nd March, 2004.

1. Selection Criteria

In determining whether or not to recommend to the executive that a person be admitted to accredited membership the accreditation sub-committee shall have regard to the following criteria:

1.1 the person's number of years of

1.1.1 cumulative industry experience as an editor; and

1.1.2 full membership of the Guild,

provided always that only in exceptional circumstances should a person of fewer than 5 years' industry experience and 2 years' continuous, current full membership of the Guild be considered for accreditation;

1.2 the degree to which the person's skill as an editor is evident to, and recognised by, editors and industry peers;

1.3 the willingness and ability of the person to

1.3.1 advocate the role of editors in the industry; and

1.3.2 advance the standards and recognition of the accreditation process;

2. Applications

A person applying for accreditation shall lodge with the accreditation sub-committee at such time and place as it may prescribe

2.1 a form of application as prescribed;

2.2 proof of eligibility in terms of by-law 1.1;

2.3 a complete list of credits as an editor;

2.4 a short personal statement addressing by-law 1.3;

2.5 telephone contact details of two professional referees; and

2.6 the prescribed fee (which is not refundable after the accreditation sub-committee proceeds to consideration of the application);

3. Procedure

In determining whether to admit a person to accredited membership, the accreditation sub-committee

3.1 may interview the person;

3.2 may evaluate the person's submitted body of work (and, if considered appropriate, such further or other examples of the person's work as the accreditation sub-committee may require the person to provide)

3.3 may inform itself in whatever manner it sees fit (with notice to the applicant) as to any matter to which it may properly have regard under these by-laws.

4. Upon making a determination the sub-committee shall advise the executive that

4.1 the person be admitted to accredited membership; or

4.2 the person be refused admission to accredited membership

5. When informing a person of the result of his/her assessment the executive shall not

5.1 communicate, or be required to communicate, the accreditation sub-committee's recommendation; or

5.2 in the event of a negative recommendation, be required to state reasons.

6. No appeal shall lie from a determination of the executive in respect of an accreditation assessment other than on a denial of natural justice.