



MEMBERSHIP CRITERIA

Glossary

Associate Member

A member that meets all the criteria for associate members.

Core Activity

A fundamental task, function, or area of work that contributes to achieving an organisation's purpose or mission.

Emerging Member

A member that meets all the criteria for emerging members and is on a pathway towards full membership.

Food Loss

Food that leaves the supply chain from the time when the food is ready for harvest or slaughter, through to the processing and manufacturing stage.

Food Relief

Distribution of food to individuals, families, or communities experiencing food insecurity or in emergency situations, with no charge to the recipient.

Food Rescue

Recovering surplus, edible food that would otherwise go to waste and redistributing it to people in need with no charge to recipients.

Food Security

The state in which all people, at all times, have physical, social and economic access to sufficient, safe, and nutritious food which meets their dietary needs, cultural requirements, and food preferences for an active and healthy lifestyle.

Food Waste

Food that leaves the supply chain from the wholesale, retail and marketing stage onwards. This includes waste that occurs at the consumption stage (at home or away from home).

Full Member

A member that meets all the criteria for full members.

Membership Criteria

Charitable Purpose

1. All members must be listed on the register of charitable entities established by the Charities Act 2005.
2. Full Members and Emerging Members must have in their constitution, or strategic plan, or similar document, a purpose related to
 - a. reducing food waste and food loss, and
 - b. providing food relief, improving food security, or both.
3. Associate Members must have in their constitution, or strategic plan, or similar document, a purpose related to either
 - a. reducing food waste and food loss, or
 - b. providing food relief, improving food security, or both.

Core Activity

1. Full Members must have
 - a. food rescue as a core activity, and
 - b. formal agreements in place with the entities that they regularly rescue food from.
2. Emerging Members must
 - a. have food rescue as a core activity, and
 - b. be working towards having formal agreements in place with all entities that they rescue food from.
3. Associate Members must either be a New Zealand Food Network hub or have a significant regional or national presence and have one of the following as a core activity:
 - a. reducing food waste, or
 - b. providing food relief, improving food security, or both.

Food Safety

1. Full members must fully adhere to the guidance set out in the AFRA Food Safety Guide or any document that replaces it.
2. Emerging members must have sound food safety practices and be working towards full adherence with the AFRA Food Safety Guide or any document that replaces it.
3. Associate members must have sound food safety practices.

Data Sharing

1. All members must adhere to AFRA's Data Sharing Policy or any similar policy that replaces it.

Participation and Engagement

1. All members must attend at least one AFRA hui (National or Regional) per year unless agreed by the AFRA Board.
2. All members must make best endeavours to share resources, participate in alliance business, and support their fellow members.

Subscription Fee

1. All members must pay the relevant subscription fee (if any) by the due date set. Subscription fees are set by the Annual General Meeting of alliance members.

Application of Membership Criteria

The AFRA Board is responsible for ensuring that all members meet and continue to meet the membership criteria. The Board will apply the criteria in a manner that is fair, transparent, and consistent with the values and charitable purpose of AFRA.

Application Assessment

1. **Documentation Review:** All membership applications must be submitted in writing and include sufficient documentation to demonstrate alignment with the relevant criteria for the applicable membership category.
2. **Verification Process:** The Board may request additional information or clarification to support the application. This may include reviewing governing documents, food safety procedures, data collection practices, and formal agreements with food donors.
3. **Site Visits or Interviews:** The Board may request a site visit or a meeting (in person or online) to better understand the applicant's operations, scale, and alignment with AFRA's purpose.
4. **Decision-making:** The Board will consider each application on its merits, taking into account the organisation's alignment with AFRA's charitable purpose and the strength of its commitment to the alliance. The Board may accept, defer, or decline an application and will communicate its decision in writing.

Existing Members

1. **Annual Self-Attestation:** All members will be asked to confirm annually that they continue to meet the criteria for their membership category.
2. **Data Platform and Engagement Checks:** The Board may use information already collected through AFRA's data platform, member surveys, hui attendance, and other engagement activities to assess ongoing alignment.
3. **Support and Remediation:** If the Board identifies a potential issue with a member's alignment, it will first offer support to help the member address any gaps. Emerging Members, in particular, will be supported to progress toward Full Membership.
4. **Escalation:** If concerns persist, the matter may be referred to a formal complaints or grievance process as outlined in the AFRA Constitution.
5. **Membership Category Review:** The Board may, in consultation with the member, recommend a change to the member's category (e.g. from Emerging to Full Member) if criteria are met, or in rare cases, propose reclassification or cessation of membership where criteria are no longer met.

General Principles

1. The Board will act with pono, whanaungatanga, and manaakitanga throughout the process.
2. The Board will maintain an Interests Register and ensure that any decisions regarding membership are free from conflicts of interest.