



RESPONSIBLE  
JEWELLERY  
COUNCIL

# ASSOCIATION MEMBERSHIP

Application Guidance

October 2020

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# INTRODUCTION

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## PART 1: APPLICATION GUIDANCE

The Responsible Jewellery Council (RJC) is the world's leading global membership and standard-setting organisation, which helps companies of all sizes, throughout the jewellery supply chain, meet the rising ethical demands of peers, consumers, financial institutions and civil society. It does so by providing a clear set of standards - the RJC 'Code of Practices' - which is verified through a third party, independent, auditing process. By adopting and adhering to the RJC's Code of Practices, companies achieve RJC certification and access a pathway to address sustainability best practices which align with and reference key development frameworks including the Universal Declaration of Human Rights, ILO Principles, UN Global Compact and the Sustainable Development Goals (SDGs).

The current material scope for RJC membership and certification is diamonds, coloured gemstones (rubies, sapphires and emeralds), gold, silver and platinum group metals (rhodium, palladium and platinum).

### **CONFIDENTIALITY NOTE:**

Application forms, and any financial or other commercially sensitive information provided to the RJC as part of this application form will be treated as confidential and will be used for the sole purpose of processing membership applications and assessing membership fees. The RJC will not disclose or release this or any other confidential information to any third party (including other Members of the RJC) unless such information is absolutely required to be disclosed by a court, mandatory provision of law, governmental or other authority or regulatory body.

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## WHY JOIN?

### LEADERSHIP:

Demonstrate leadership in consumer confidence issues to your membership; enhance your reputation and support the collective sustainability interests and reputation of your own membership requirements.

### RJC GOVERNANCE:

Opportunities to set RJC's agenda through participation in RJC's management structure via the Board, ExCo and Committee work. For more information on RJC Governance, please click [here](#).

### INFORMATION:

Access to information on emerging issues and challenges the industry is facing as well as materials to use in educational activities within your membership.

### ACCESS:

Opportunities to benefit from the various on-going collaborations and engagements the RJC is involved in, as well as becoming part of a vehicle for developing practical solutions in consultation with industry, civil society and government.

### TRAINING:

Tailored training for your members around specific issues e.g. supply chain category, location, size of business etc.

### MAKE AN IMPACT:

Through supporting a global vision for a more responsible world-wide supply chain that promotes trust in the global fine jewellery and watch industry, you will be joining other like-minded associations as we drive positive change globally.

### RAISE YOUR PROFILE:

With an exclusive profile page on our website and access to our logo

## MEMBERSHIP ELIGIBILITY REQUIREMENTS

To be eligible for RJC association membership, you must:

1. be an association representing persons actively involved for commercial reasons in the diamond, coloured gemstones (rubies, sapphires and emeralds) gold, silver and/or platinum group metals jewellery and watch supply chain;
2. pay an annual association membership fee;
3. agree to allow the RJC to place your association's name on the RJC website; and
4. submit to the RJC's head office in London, UK
  - a complete and accurate association membership application Form (part 2);
  - your association incorporation/registration documents
  - evidence that your association represents persons actively involved for commercial reasons in the diamond, coloured gemstones (rubies, sapphires and emeralds) gold, silver and/or platinum group metals jewellery and watch supply chain
  - a signed statement of commitment (part 3).

Please note that only RJC association members in good standing, with paid fees are eligible to vote at Annual General Meetings.

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## ROLE AND COMMITMENT OF ASSOCIATION MEMBERS

- a) support the RJC mission and vision of a responsible world-wide supply chain that promotes trust in the global fine jewellery and watch industry.
- b) promote RJC Membership and compliance with the principles and standards of the RJC;
- c) educate your members about the ethical, social, human rights and environmental challenges that are faced by the jewellery and watch industry;
- d) educate your members about the RJC's member certification system;
- e) comply with the antitrust policy and rules adopted by the RJC in its dealings with the RJC and other RJC members; and
- f) comply with the rules adopted by the RJC for the use of its logo and intellectual property.

## HOW TO JOIN

### STEP 1

#### Apply

complete the association membership application form (part 2) and the association membership agreement (part 3) and send them back to: [applications@responsiblejewellery.com](mailto:applications@responsiblejewellery.com)

### STEP 2

#### Application review

once your application is received, we will contact you as part of our due diligence on your application. It may be necessary for us to seek clarification of the information provided in your application form.

### STEP 3

#### Invoice

If your application is approved, you will be sent an annual membership fee invoice based on the information supplied in the application form. Membership fees are payable within 30 days of the date of the invoice.

### STEP 4

#### Payment & Confirmation

When this payment is received, we will contact you in writing to confirm your membership of the RJC, to provide you with the RJC logo material and to confirm your association's listing on the member page of the RJC website. You will also be invited to join the RJC's online training sessions.

We will endeavour to process your application within 30 working days

Your association is strongly encouraged to familiarise itself with the RJC's Mission, Standards, Antitrust Policy and Rules, and the requirements of the RJC Member Certification system, before submitting an application for Association Membership. Please note, however, that Association Members are not required to achieve RJC Member Certification, only Commercial Members.

Information may be found on the RJC website: [www.responsiblejewellery.com](http://www.responsiblejewellery.com)

## CURRENT MEMBERSHIP FEE RATES

Membership fee rates are set annually by the RJC's elected board of directors. The current fee rates are

**£1,500** GBP

**\$2,450** USD

In addition to the preceding information, the RJC's membership fees terms ("Fees Terms") which will apply to membership are as follows:

1. Membership fees must be paid in full in accordance with the payment terms on invoices we issue, without any deduction or set off of any kind.
2. Membership fees, once paid to the RJC, are non-refundable in all circumstances.
3. Without prejudice to any other right or remedy of the RJC, if a member fails to make any payment of membership fees by the due date for payment, the RJC may in its sole discretion opt to suspend their membership, including removing their website listing until the overdue membership fee is paid.
4. If any member fails to pay its subscription membership fee on the due date for payment for three calendar months, the RJC may (without prejudice to any other right or remedy of the RJC) opt in its sole discretion at any time to terminate such member's membership and remove the member from RJC's membership lists.

## REJOINING THE RJC AFTER TERMINATION

RJC is open to receiving association membership applications from associations which were previously in membership, provided such associations meet the eligibility requirements and agree to the membership terms and conditions as stipulated in part 3 of the application form.

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## **YOUR ONGOING INVOLVEMENT WITH THE RESPONSIBLE JEWELLERY COUNCIL**

RJC Members are invited to participate in the governance of the organisation and contribute to the on-going development and improvement of the RJC's certification system.

Once your membership has been confirmed, we will contact you with further information regarding opportunities for involvement. Whatever your choice, we will ensure that you are kept up to date with progress, training opportunities, RJC events such as AGMs and workshops, and key industry developments.

### **QUESTIONS?**

Please email any questions to us at [applications@responsiblejewellery.com](mailto:applications@responsiblejewellery.com) or call the RJC London office on +44 (0) 20 7321 0992.



RESPONSIBLE  
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**THE COUNCIL FOR RESPONSIBLE JEWELLERY  
PRACTICES LTD.**

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The Responsible Jewellery Council is the trading  
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