

**APPENDIX 1:**

[As per Scarlet Constitution s.7]

Application for Membership of the Scarlet Alliance:  
Secretary, G.P.O. Box 2072, CANBERRA ACT 2601.

Note that as per the Scarlet Constitution, new members must comply with the aims and objectives of Scarlet (s. 3) and will be subjected to a credentialing process as described in s. 7 of the Scarlet Constitution. Before filling out this form potential members may like to refer to those sections of the Constitution.

The credentialing process includes the following: the applicant must have been in existence for at least twelve (12) months, the applicant must have policies, including publicly expressed views which are not significantly different or contrary to Scarlet, the applicant must not be an organisation which is solely or primarily formed to represent the rights of management (that is owners, operators, etc) and the applicant must disclose any conflict of interest. If the applicant does not comply with all of these requirements, they may be deemed an associate member.

Application for Membership/Associate Membership of the Scarlet Alliance:  
G.P.O. Box 2072, CANBERRA ACT 2601.

SCARLET ALLIANCE-Australian Sex Workers Association Inc [Incorporated under the *Associations Incorporations Act 1991 (ACT)*]

I.....  
of (organisation/project/network/group).....  
Address.....  
City:.....Postcode:.....  
Telephone:.....Fax:.....  
Email:.....  
Date Organisation/project/network/group formed.....

hereby apply to become a member of Scarlet Alliance- Australian Sex Workers Association Inc (“Scarlet”). In the event of our being admitted as a member/associate member we agree by the Rules of Scarlet for the time our membership is in force.

A copy of our aims and objectives/goals or constitution is enclosed. We agree to participate in a credentialing process which may require face to face and/or teleconference meetings.

Admission Fee: \$100.00  
Annual Membership Fee: .5% of funding, minimum fee for unfunded groups \$100.00

Print Name .....  
Signature .....Date.....

Application must be nominated by two Scarlet Alliance members:  
Print Name .....  
and Name of Organisation/Project/Network/Group.....  
Signature of 1<sup>st</sup> Nominator .....Date .....

Print Name .....  
and Name of Organisation/Project/Network/Group.....  
Signature of 2<sup>nd</sup> Nominator .....Date.....

Facsimile copies will NOT be accepted.

Date received by Scarlet / /  
Signed by.....Print Name.....  
Accepted YES/NO Date / /

## **APPENDIX 2:**

[As per Scarlet Constitution s. 19 (c)]

### **DUTY STATEMENT OF ROLES AND RESPONSIBILITIES OF COMMITTEE MEMBERS (DELEGATES) & REPORTS TO AGM BY COMMITTEE MEMBERS (DELEGATES).**

**Title:** Committee member (DELEGATE) of Scarlet Alliance

**Responsible to:** Scarlet Alliance members and member organisation.

**Duties:**

1. Hold office until the Annual General Meeting following the date of the person's election or nomination.
2. Attend all Committee, general, special and national forum meetings as required in the manner stipulated (eg face to face, teleconferencing, by post or email).
3. Consider each issue brought to the Committee in terms of how it affects Scarlet Alliance and all its members, not necessarily those of any state and territory.
4. Prepare briefs and reports for presentation to the Scarlet Alliance AGM regarding issues that your organization/project/network/group has been involved in during the preceding year. The report to the AGM should be in a written format and include some of the following issues: resources produced by the organization/project, campaigns run by the organization/project (political, educational, etc.), media, organisational issues (eg staff numbers, restructuring, constitutional changes, etc.), research conducted or involved in, no. of contacts with sex workers (male, female, transgender), legal &/or policy changes.
5. Committee Members (delegates) may submit resolutions or make recommendations for consideration by Scarlet Alliance.
6. Committee Members (delegates) may from time to time seek Scarlet Alliances advice on issues that their member organization/project/network/group is considering.
7. Ensure effective communications with your organisation's/projects'/networks'/groups' members and/or staff of national issues affecting sex workers and Scarlet Alliance issues and report back by:
  - a) ensuring you bring Scarlet Alliance issues to staff meetings, management committee members,
  - b) encouraging your members and staff to attend national forums,
  - c) using your existing networks to encourage dialogue and written communication on national issues,
  - d) encourage participation in sub-committees, working groups, etc. of Scarlet.
6. All other duties as may be required by the Committee under the Constitution.

**APPENDIX 3:**

**Nomination Form for Positions on the Executive, Sub-committees, Working Groups, etc.**

We nominate (name of nominee).....

For (position nominated for).....

1<sup>st</sup> Nominator (Public Officer/Sec/Representative of Member Organisation/Project/Network/Group).....  
.....  
(Name & Signature)

2<sup>nd</sup> Nominator (Public Officer/Sec/Representative of Member Organisation/Project/Network/Group).....  
(Name & Signature)

I accept the nomination.....  
(Name & Signature of Nominee)

Date.....

#### **APPENDIX 4:**

##### **VOTING METHOD FOR THE CONDUCT OF ANY BALLOT**

The steps involved in nominating for Scarlet representation on advisory boards, committees, conferences, and the Executive of Scarlet will be as follows:

1. Notice is sent by the Secretary to all Scarlet members calling for nominations within a specified timeframe. The call for nominations will include details of duty statement/roles and responsibilities of a Scarlet representative.
2. In the event of there being the same number of nominee/s as positions to be filled, the nominee/s will be declared as endorsed.
- 3a. If there are more nominees than the number of positions to be filled a ballot will be conducted as described below.

#### **3b. CONDUCT OF BALLOT:**

- (i) The Returning Officer will send ballot papers to members listing the names of candidates available to choose from, in the agreed format (eg. email, fax, etc.)
  - (ii) Voting delegates will place the number one (1) next to their most favoured candidate, continuing to number the boxes in their order of preference until all boxes have a number next to them.
  - (iii) Those candidates with the greatest number of votes will be declared elected.
  - (iv) In the event of there being an equality of votes, preferences will be distributed in the following manner. The candidate with the least number of votes gets excluded from the count and their votes (i.e preferences) are distributed to the next preferred candidate. This procedure is followed until all votes are exhausted and a candidate attains a majority of votes.
4. If a nomination form has been received and not signed by both the nominated person and two members of that person's Organisation/Project/Network or Group, that nomination form will be seen to be invalid.

NOTE: Names of persons, their curriculum vitae and nominating member Organisation/Project/Network or Group will accompany voting forms.

## **APPENDIX 6:**

[As per Scarlet Constitution s. 35 (1) ]

### **SCARLET ALLIANCE REPRESENTATIVES ON INTERNAL OR EXTERNAL ADVISORY BOARDS, WORKING GROUPS, COMMITTEES, ETC.**

**Any member who represents Scarlet Alliance on Advisory Boards, Committees, Working Groups or at Conferences will be required to submit a report to Scarlet Alliance within a reasonable timeframe after the event, no later than four (4) weeks. The report will be on approved prescribed format. The report will be emailed to the Secretary of Scarlet Alliance who will then distribute to the full membership as soon as possible or at the next mail-out (may include posting on Scarlet e-list, through fax, email or post).**

**Scarlet Alliance Representatives to Advisory Boards, Working Groups, conferences or committees should:**

1. Have a detailed knowledge of Scarlet Alliance.
2. Have a sound knowledge of national sex worker issues and Scarlet Alliance policies.
3. Be experienced/have knowledge of meeting procedure/standing orders.
4. Have demonstrated negotiating experience.
5. Have demonstrated skills and experience in policy development.
6. Have a detailed knowledge of the operation of Scarlet Alliance and Scarlet Alliance members.
7. Have good oral and written communication skills,
8. Be available to participate in meetings, negotiations and to work on specific projects and policy issues for the particular Advisory Body, Working Group or Committee;
9. Communicate with and represent the interests of all Scarlet Alliance member organisations/projects/networks and groups;
10. Hold position until the conclusion of the term, or until no longer involved with the nominating member organisation/project/network/group/Scarlet Alliance or you have not fulfilled your obligations to Scarlet Alliance;
11. Write a report after each meeting in the prescribed format and forwarded it to the Secretary for distribution;
12. Have regular contact/consultation with all sex worker organizations/projects/networks/groups.
13. Have past or present sex work experience.

**The format for reports will be as follows:**

1. Name of Committee, working group or conference.
2. Point form notes on issues discussed at the meeting.
3. Any resolutions/decisions taken.
4. Notice of issues which need comment from Scarlet Alliance members for any upcoming meetings & deadline for receiving them.
5. Networking Opportunities. Brief Scarlet Alliance members on any contacts made, the position of those people, issues discussed & any follow up required.
6. Any other issues you consider relevant to report on.

<b>NAME OF COMMITTEE/ADVISORY GROUP/CONFERENCE, ETC.:</b>
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<b>ISSUES DISCUSSED AT MEETING:</b>
<b>RESOLUTIONS / DECISIONS ADOPTED:</b>
<b>NEEDS COMMENT BY.....:</b>
<b>NETWORKING OPPORTUNITIES:</b>
<b>OTHER COMMENTS/ISSUES:</b>

**APPENDIX 7**  
**CREDENTIALING TOOL**

<i>STANDARDS</i>	<i>EVIDENCE</i>	<i>Self assessment</i>	<i>Scarlet Alliance assessment</i>
Sex worker involvement	Actively recruits sex workers to participate in governance, employment and decision making processes.		
Membership of the ORGANISATION/PROJECT/NETWORK/GROUP	Actively encourages sex workers to become members.		
The executive committee/reference group is made up of sex workers			
Self identified sex workers hold the available paid staff positions	The ORGANISATION/PROJECT/NETWORK/GROUP is made up of past and present sex workers		
Recruiting sex worker staff	Has an affirmative action policy to employ past and present sex workers in all positions.		
The ORGANISATION/PROJECT/NETWORK/GROUP enacts the objectives of Scarlet Alliance in a framework that values and advances sex workers' empowerment and self determination.	<p>This will be evidenced by a demonstrated commitment to advance the human rights and civil liberties of past and present sex workers, acknowledgement that sex work is a legitimate occupation.</p> <p>This will be evidenced by activities that have the following aims:</p> <ul style="list-style-type: none"> <li>(a) To promote the civil and human rights of past and present sex workers and to work towards ending all forms of discrimination against them;</li> <li>(b) To lobby for legal and administrative frameworks which do not discriminate against sex workers;</li> <li>(c) To challenge any government at any time when and where it implements legislation, regulations, rules, policies or law enforcement practices which are discriminatory and /or repressive to the rights and autonomy of sex workers;</li> <li>(d) To actively promote the right of all sex workers to work in whatever area of their chosen occupation, including street, brothel, escort, private and opportunistic work.</li> <li>(e) To actively work towards guaranteeing the right of all sex workers to optimum occupational health and safety provisions. This will promote conditions where safe sex and general health knowledge can be converted to safe work practices. Furthermore, challenge any legislation, policy or process which does not so promote the rights of the worker;</li> <li>(f) To strive to eradicate sex worker stereotypes and</li> </ul>		

	<p>stigmatisation in the popular consciousness and to communicate the diversity of ideas, opinions and aspirations of past and present sex workers;</p> <p>(g) To support sex workers and sex worker organisations to become more politically active.</p> <p>(h) To enhance the capacity of sex workers to participate in advancing their rights and build networks &amp; organisations</p> <p>(i) To gather and disseminate sex industry related information to members.</p>		
<p>The ORGANISATION/PROJECT/NETWORK/GROUP has policies and publications that express the views, aims and objectives consistent with Scarlet Alliance's organizational aims and objectives.</p>	<p>The applicant must have policies, including publicly expressed views which are not significantly different or contrary to Scarlet; eg media statements, policy statements.</p>		
<p>The work and practices of the ORGANISATION/PROJECT/NETWORK/GROUP are clearly based on recognised harm reduction and peer-based approaches.</p>	<p>Provide peer education. The model of services and resources developed and activities undertaken work within these frameworks.</p>		
<p>The ORGANISATION/PROJECT/NETWORK/GROUP can demonstrate active advocating and lobbying on behalf of sex workers.</p>			