

# Membership Operational plan

## Background

Currently we have 135 registered members with CILT International:

- 1 Honorary Member,
- 5 Chartered Fellows,
- 51 Chartered Members,
- 20 Members,
- 38 Affiliates and
- 20 Undetermined.

In 2014, 96 members were invoiced (excluding the Affiliates and Hon member) of which only 43 paid their fees. We have a number of members who have been inactive for a long time and a cleanup of members list needs to be addressed.

## Vision

To be the *leading membership organization*, providing education and development for both individuals and corporations within Transport and Logistics in Malta.

## Mission

- A. Strengthen membership registration process.
- B. Increase percentage of paid members.
- C. Create a new database with all metadata including education and PR requirements.
- D. Maintain regular contact with Members

## Action Plan

### 2015/ 2016

#### **Strengthen membership registration process**

- a) Analyze international and other council and branches registration process
- b) Establish local registration Policy
- c) Appoint local registration Board

#### **Increase percentage of paid members**

- a) Analyze international and other council and branches membership structure
- b) Revise local membership structure to include Corporate Membership
- c) Establish payment notification process with final notice notifying that membership is withdrawn.

**Create a new database with all metadata including education and PR requirements**

- a) Chase members for an updated CV.
- b) Categorise members according to expertise and sector (aviation, road, sea etc.)

**Maintain regular contact with Members**

- a) Keep records of member's activity with the committee, including attendance sheets at meetings and communication via telephone and email to and fro with the committee.
- b) Ensure communication with all members at least once yearly
  - i) Group meetings for members in the same industry.
  - ii) Call members to update on progress made.
  - iii) Utilise member's expertise where needed by the committee to help CILT in its mission.