# Renewal of Full Accreditation - Individual SEIAPI/PPA Accreditation Program

I,……………………………………………………………………………………………………(Full name)

Accreditation number:………………………………………………………………………………………..

of…………………………………………………………………………….(Residential Address/Country) employed by………………………………………………………………………………(Company Name)

 hereby apply for renewal of accreditation (individual).

I agree to comply with the rules and its relevant revisions of the Association.

Sign:………………………………………………. Date:………………………………………

# SEIAPI CODE OF ETHICS

As a fully accredited designer/installer (cross out if either not appropriate)

* shall solicit work, advertise and promote services and products with dignity and truth, avoiding any potentially misleading statements or omissions;
* shall apply their skill and knowledge in the interest of their clients or employers for whom they act as faithful agents or trustees;
* shall regard as confidential any information concerning the business and technical affairs of their clients or employers;
* shall inform their clients if circumstances arise, in which their judgment or the independence of their service may be compromised by reason of business connections, personal relationships, interests or affiliations;
* shall deal honestly and truthfully with clients, employers and government agencies in all matters pertaining to payments, discounts, rebates and grants and the conditions applying to them;
* shall supply all systems in accordance with the SEIAPI/PPA guidelines and any relevant standards that are applicable in the country the system is being designed/installed.
* shall continue professional development throughout for its workforce and
* shall not bring the sustainable energy industry into disrepute.

I,……………………………………………………………………………………………………(Full name)

Accreditation number:……………………………………………………………………………………...

 of……………………………………………………………………………(Residential Address/Country) employed by………………………………………………………………………………(Company Name)

agree to be abide by the above code of ethics.

Sign:………………………………………………..Date:………………………………………………

# PAYMENT OPTIONS

Renewal of Full Accreditation (Individual) Fees is FJ$100 for three years.

Currently there is only one payment method: Electronic Funds Transfer.

If this method is not suitable for your entity please contact the secretariat on info@seiapi.com and other solutions will be investigated.

**ELECTRONIC FUNDS TRANFER(EFT)**

*Please note the application fee is FJ$100 for renewal so when using EFT $110 will be required to transfer to allow for the fees charged by the bank.*

The following are the details for EFT:

Name: Sustainable Energy Industry Association of Pacific Islands (SEIAPI)

C/o Pacific Power Association,

Naibati House,

Goodenough St,

Suva, Fiji

Acc Number: 00182070011

Bank: Bred Bank Fiji Pte Limited.

Swift Code: BREDFJFJ

BSB Number: 119 010

Bank Address: Level 5, Tappoo City, Suva, Fiji

Private Mail Bag, Suva, Fiji

# Checklist for Renewal of Full Accreditation - Individual

**(For official use only)**

 Signed and completed ‘Renewal of Full Accreditation - Individual’ application form.

 Signed ‘code of ethics’ form.

 One case study aligned to the Case study pro-forma

 Statement/list on what professional development activities have been undertaken.

 Names of two professional referees and their email contacts for verification

 An application fee of FJD100

The candidate:

 Meets the requirements for renewal of accreditation

 Does not meet the requirements for renewal of accreditation

Endorsed by:

……………………………….. Date:………………………………

SEIAPI Secretariat