LEEA Membership Application, Assessment & Audit Flowchart

Expression of interest received and reviewed.

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Date for Compliance Audit arranged.

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If requirements for membership are met pay joining fee.

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When invoice paid given access to complete an online Membership Application.

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Applicant company posted to LEEA website for 30 days.

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Application reviewed, when complete, given access to complete an online Pre-Audit Assessment.

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Pre-Audit Assessment reviewed and sent to CEO for Board approval. When complete a formal offer of Provisional Membership is made Invoice for 1st years membership fee is raised and issued.

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Membership invoice cleared, full access to LEEA services available.

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When member audit is completed member grade will be reviewed and, if appropriate, a Member certificate is issued via email & courier.
Note: Member Certificates are not issued to Provisional Members.