

West Australian Pistol Association Inc. Policy Making and Distribution Processes

WAPA Inc. Policies.

All policies of the West Australian Pistol Association Inc must be accepted and endorsed by the Association Committee and recorded as such at a duly constituted committee meeting prior to distribution to members and implementation.

Whenever possible policies will be developed in anticipation of the need for their potential use, to address an identified risk rather than as a reaction or response to an event, crisis or problem

Policies will be designed to provide clear unambiguous guidelines for the implementation of the various operational elements of the Association. They will give continuity, consistency and demonstrate to the members the accountability of the management of the Association.

Procedures.

The need for any new policy may be brought to the attention of the Association Committee by any Committee member, WAPA Official, affiliated Club or Individual Member. Any notification or proposal should be in writing; giving clear and logical reasons for the adoption and introduction of the policy.

The Association Committee will consider all such proposals at the next meeting following receipt and;

1. may invite the person submitting the proposal to attend and address a committee meeting to give further information;
2. hold the matter over to obtain further details or for further discussion;
3. reject the submission;
4. accept the submission and develop a policy to meet the particular needs of the event, crisis or perceived problem;
5. convey to members through normal channels the completed policy document and the date for implementation;
6. ensure that all Policies are subjected to annual review by a sub committee or working group and any perceived necessary amendments are discussed and implemented if agreed by the Association Committee;
7. include the new policy in the WAPA Inc. Magazine in the next available publication;
8. ensure the new policy is included in all copies of the 'RED File' (for members) and the 'BLUE' File (for committee members);
9. publish and issue a separate booklet of all WAPA Inc. Policies with updates and amendments as agreed by the Association Committee; for distribution at a nominal cost to individuals as an adjunct to the Constitution.

Policy adopted at the Committee Meeting 31/03/06 : for implementation and distribution