| **Form 196 – Clubs and Societies Induction Session \_Individual Acknowledgement** |
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| **Name:** |  | **Position:** |  |
| **Club/Society Name:** |  |
| **Date of Information Session:** |  | **Location of Information Session:** | TownsvilleCairns |
| **Time of the Information Session:** |  | **Presenter/s Names:** |  |
| I declare that:1. I will refer to the JCUSA Clubs and Societies website pages for policies, procedures, forms etc. in the running of our Club/Society;
2. I am aware that defined roles and responsibilities of Executive members is available on the JCUSA Clubs and Societies website;
3. I understand that the minimum membership fee for each member is now $5.00 and not $1.00;
4. Bank accounts will be “2 to sign”;
5. I am aware that JCUSA can requested an internal financial audit or our club/society and the club/society will be cooperative in supplying requested information;
6. I know that the President must conduct an induction for every member annually;
7. I am aware of POL091 Disaffiliation Policy and have been provided 7 examples of when a Club/Society may be disaffiliated;
8. I am aware of the Clubs and Societies Code of Conduct;
9. I will use Form 183 JCUSA SSAF Grant Application Form to apply for a grant;
10. I am aware of capped limits for certain grant items/services;
11. I understand that I need to complete Risk Assessment for every event/activity and provide the completed forms to the Campus Officer 2 weeks prior to the event and await for approval before proceeding with the event;
12. I understand that all users of the BBQ must have completed training and assessment provided by JCUSA via Form 062 Training Record BBQs and Gas Leaks;
13. I understand that all club members who handle and/or cook food will complete Safe Food Handling Training online as per the instruction on JCUSAs Form 060 prior to handing any food.
14. Failure to adhere to points 5 to 7 above can result in JCUSA shutting down the event and the Club/ Association not receiving any grant funds due to not following WHS requirements of JCUSA
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| As an Executive member of the Club/Society named on this form I have read, interpreted and understand and agree to the above.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature  |