

Participation Terms and Consent Overview

1. Application Process

- Submission of completed membership form
- Proof of identity and brief statement of interest or community engagement goals
- The Association will respond to notifications and inquiries from members via email.
- OMPEA's membership registration process is conducted as follows:

- Reviewing Period by OMPEA

Submitted applications are accepted for processing and will be reviewed within 7 business days. If needed, OMPEA may request additional information via email or phone.

- Welcome Information & Payment Instruction

After review, members will receive a Welcome Information message along with payment instructions.

- Payment Confirmation by OMPEA

Upon receipt of payment, OMPEA will issue a formal Payment Confirmation Notice, confirming registration within 7 business days.

- Activation of Start Date and an OMPEA Member ID will be issued.

The official membership start date will be recorded as the first day of the month in which payment is received, and tracked for benefit eligibility and renewal purposes.

2. Renewal

- 7–14 business days with renewal reminders are sent prior to expiry.
- Benefits including **continuous membership** may be suspended for delayed payment.
- Continuous** membership status shall remain valid if the late payment is completed within one calendar year from the due date.

3. Refund, Cancellation & Support

- Refunds are not generally issued except in special cases or organizational cancellation.
- Fee exemptions or scholarships may be granted based on need, community contribution, or strategic outreach criteria.

4. Member Responsibilities

- Uphold respectful communication across languages and cultures.
- Participate in periodic meetings, surveys, and forums.
- Maintain confidentiality and integrity in community interactions.

5. Member Feedback and Engagement Process

- Members are encouraged to actively contribute to the growth and improvement of the organization through constructive feedback.
- Feedback may be submitted anonymously or with attribution, and will be reviewed regularly to inform strategic decisions and enhance member experience.
- The organization values transparency and will share selective summaries of feedback and actions taken, while respecting appropriate boundaries and strategic discretion.

6. Recognition

- Members who have maintained **continuous membership for multiple years** (e.g., 3, 5, or 10 years) may be eligible for **recognition rewards**, including honorary certificates and special invitations.
- Recognition milestones are celebrated annually and highlight sustained commitment to the organization's mission and values.

7. Information Sharing & Consent

- Upon acceptance, members consent to the responsible sharing of their contact information, professional affiliations, and language preferences *within* the organization for purposes such as:
 - Cross-cultural matchmaking for mentorship or translation support
 - Notifications about events, workshops, and collaborative opportunities
 - Inclusion in internal directories and communication platforms
- Sensitive information (e.g., financial records, personal identification) will not be shared without clear written consent.
- Members may opt out of specific types of information sharing by submitting a written request to the Membership Coordinator at any time.

- The organization pledges to uphold strict confidentiality protocols and ensure that data usage aligns with international standards of ethical transparency.

8. Free Membership Terms

- Individuals who join under the free membership tier (early 100 individuals) in the initial implementation of 6 months are entitled to basic access, including general updates, selected open activities, and public resources.
- However, they **do not receive full benefits** offered by the association. For example:
 - Entrance fees may apply for events, workshops, or special sessions
- Full members enjoy additional privileges that support deeper engagement and collaboration.

9. Termination and Appeal

- Formal Notification: User submits a termination request by email or other communication channels.
 - Membership may be suspended due to misconduct or violation of core policies.
 - Members have the right to appeal within 30 days of notification.
 - Final decisions rest with the Membership Review Board.
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