



Petroleum Services Association of Canada Core Membership Application

www.psac.ca

Please Note: The description below captures the key aspects of this membership category, but may be abbreviated from the 'official' description, as contained in the [Association By-laws, Article II](#). In case of any discrepancy or omission between the description below and those contained in the By-laws, the Association By-laws shall prevail.

This level of membership is open to **oil and gas service, supply and manufacturing (SSM) companies** whose Canadian-based business during the preceding accounting year was **greater than fifty (50) percent** by dollar sales volume that of a service, supply or manufacturing company providing or selling services, supplies or products to the upstream oil and gas industry in Canada. Applicants who employ workers outside of a traditional "office environment" are also required to hold COR, SECOR, or other safety certification program in jurisdictions where COR/SECOR are not recognized, and enroll in the Community Partners Program, the industry-wide, in-the-field program that fosters courteous behaviour in areas of oil and gas activity.

Sponsorship by **ONE (1)** current PSAC Core or Associate Core Member company in good standing is a **mandatory requirement** for your Core Membership application. After completing the [form download](#), please forward the blank form to a senior representative of a current PSAC member company for completion. This form is to be returned **to YOU by your sponsor**, for you to attach to this membership application. A current list of PSAC Member companies who are qualified to provide this sponsorship can be found [here](#).

Company Name _____

Head Office Address _____

City _____ Prov/Terr _____ PC _____

Phone _____ Website _____

President/Senior Officer Name _____

PSAC By-laws require each member company to designate a senior management person to represent the company and to be PSAC's primary point of contact with the member company. This individual will receive regular PSAC communications and invoices, for distribution within your company to the appropriate department(s)/individual(s):

Designated Representative _____

Title _____ Direct Phone _____

Email _____ Fax _____

Total # of employees in
Canadian operations: _____

% of business derived from the
upstream oil & gas industry (from 51-100%): _____ %

Primary business field(s) – select all that apply:

- Cathodic Protection
- Cementing and Stimulation Services
- Drilling & Completion Tools & Services
- Drilling Fluids & Chemical Supplier
- Energy Environmental Services
- Equipment & Processing Manufacturer
- Hydraulic Fracturing
- Pipe & Drill Bit Manufacturer
- Pipe Coating & Inspection
- Pipeline & Oilfield Construction
- Production Testing
- Rathole Conductor Contractor
- Safety Services
- Site reclamation / remediation / closure
- Snubbing Services
- Specialized Trucking Services
- Supplier / Service Fabricator – Coring, BOPs, Tongs
- Supply & Rental Stores
- Wellsite Consultants
- Wireline & Perforating Services
- Workforce Lodgings (Camps)
- Other: _____

Please indicate the Canadian provinces / territories in which you operate, and your WCB industry code(s) for each region:

- | | |
|--|--------------------|
| <input type="checkbox"/> British Columbia | WCB Code(s): _____ |
| <input type="checkbox"/> Alberta | WCB Code(s): _____ |
| <input type="checkbox"/> Saskatchewan | WCB Code(s): _____ |
| <input type="checkbox"/> Manitoba | WCB Code(s): _____ |
| <input type="checkbox"/> Ontario | WCB Code(s): _____ |
| <input type="checkbox"/> Quebec | WCB Code(s): _____ |
| <input type="checkbox"/> New Brunswick | WCB Code(s): _____ |
| <input type="checkbox"/> Nova Scotia | WCB Code(s): _____ |
| <input type="checkbox"/> Prince Edward Island | WCB Code(s): _____ |
| <input type="checkbox"/> Newfoundland & Labrador | WCB Code(s): _____ |
| <input type="checkbox"/> Yukon | WCB Code(s): _____ |
| <input type="checkbox"/> Northwest Territories | WCB Code(s): _____ |
| <input type="checkbox"/> Nunavut | WCB Code(s): _____ |

Certifications and Standards

COR or SECOR Certification is mandatory for PSAC Core Member applications from companies *employing Field Workers*, in provincial jurisdictions which recognize these programs (i.e.: BC, AB, SK). Please attach your COR certificate, COR Audit letter, or other evidence of COR | SECOR certification, or indicate below:

- Our company does not employ workers outside a traditional “office environment”** therefore does not require COR/SECOR certification as a condition of PSAC membership.

Consent to Communicate

To ensure PSAC is compliant with Canada’s Anti-Spam Laws (CASL), we require your consent to receive our member newsletters, media releases and other electronic communications for the purpose of sharing industry and Association news, events, products and information with you.

- YES**, I consent to receive communications from PSAC on behalf of myself AND other employees of our company
- YES**, I consent to receive communications from PSAC on behalf of myself ONLY (not for other employees of our company)
- NO**, I do not consent to receive communications from PSAC on behalf of myself AND other employees of our company

Dues Payable (1st year annual dues will be prorated to August 31st; annual dues cycle runs from September 1 – August 31)

Please refer to last page of this document for instructions for calculation of membership dues

Monthly Pro-rated Calculation: *Annual fee, divided by 12, multiplied by number of full months left until August 31st.*

For example: If annual dues @ August 1 = \$2,762.50.

If joining in January (7 month pro-rated): \$2,762.50 / 12 x 7 = \$1,611.47

Membership Dues ([click here to determine your annual dues based on employee count](#)) (in CAD\$) _____

Plus GST of 5% (GST #R107840605) _____

Total Dues Payable (**Applications are not processed until payment is received.) _____

PSAC Membership Directory: Would you like your colour logo with a direct link to your website posted on the PSAC website Membership Directory for just \$100/year? If so, check the “Yes” box and email your logo in a GIF or JPG file to accounting@psac.ca. If not, please check the “No” Box.

Yes, please add \$105.00 to “Total Dues Payable”. No, thank you - not at this time.

Payment by: Cheque (mailed to PSAC) EFT Visa MasterCard AmEx

Card # _____ Expiration _____ CVV 3-digit code _____

Name on card _____ Signature _____

Please complete this application and supporting documents to application@psac.ca.

*****IMPORTANT*** YOUR COMPLETED APPLICATION MUST INCLUDE:**

- [New Member Sponsorship](#) and **Core Membership Agreement** (*next page*)
- Copy of your Certificate of Recognition (COR), if applicable
- [Community Partners Program](#) enrollment form
- Dues payment



Core Membership Agreement

Whereas the Petroleum Services Association of Canada (PSAC) is dedicated to the establishment of high standards of integrity, operating skills, product care and efficiency and business conduct for its members so as to improve and enhance the well-being of the petroleum service, supply and manufacturing sector in Canada and to make the services and products of its members available to industry in a competent, safe and efficient manner.

Now therefore, in consideration of being admitted to membership and/or being allowed to continue membership in PSAC, the undersigned member agrees, as follows:

1. To maintain a current Certificate of Recognition (COR) / Small Employers Certification of Recognition (SECOR) for their safety management systems in the applicable jurisdictions (applies to Core Members who employ *field workers* only).
2. To discharge its duties to clients, PSAC, members of the public and other oilfield suppliers with integrity and ethical practices.
3. To conduct its business in a manner consistent with the stated values of the Association, including but not limited to a fiscally, environmentally and socially responsible manner.
4. To undertake to perform all services on behalf of any client in a competent, safe, efficient, diligent and workmanlike manner in accordance with government regulatory standards, and to maintain its equipment and facilities in good working order in keeping with the prevailing standards in the jurisdiction in which the undersigned is conducting business.
5. To undertake to perform all services on behalf of any client in a manner that meets or exceeds all applicable Industry Recommended Practices (IRPs).
6. To comply with the laws and regulations dealing with employment standards, and occupational health and safety in force in any jurisdiction in which the undersigned conducts business.
7. To comply at all times with the laws and regulations administered by petroleum and natural gas regulatory authorities in force in any jurisdiction in which the undersigned conducts business.
8. To comply at all times with unemployment insurance and workers' compensation laws and regulations in force in any jurisdiction in which the undersigned conducts business and to make and pay promptly and timely all contributions, assessments, costs and premiums required by such laws and regulations to be made and/or paid by the undersigned.
9. To pay its annual dues to PSAC in the amount prescribed by the Board of Directors of PSAC within the time stipulated in the By-laws of PSAC and to pay all other amounts payable to PSAC within 30 days of the invoice date. By-laws of PSAC can be found at <https://www.psac.ca/about-us/bylaws/>.
10. To cooperate with PSAC in the investigation of any complaint against a member; however, a member shall not be obligated to disclose to PSAC any records or information which a member considers proprietary and/or confidential.
11. To faithfully observe and be bound by all By-laws of PSAC and the rulings and policies established by its Board of Directors from time to time.

IN WITNESS WHEREOF, this Agreement has been executed by its duly authorized officers,

this _____ day of _____, 20____.

(Name of Member Corporation)

Per: _____

(Name and Title of President or Senior Officer - Please print)

PETROLEUM SERVICES ASSOCIATION OF CANADA (PSAC)

Per:

Gurpreet Lail, President and CEO

Core Membership Dues Calculation

Membership dues are assessed on a yearly basis. The formula shown below is comprised of a base fee (determined by your company employee headcount) plus a charge per employee. There is an additional flat fee of \$200+GST per company per year if you wish to list other Canadian-based or Canadian-operating "child" companies owned by your organization. "Child" companies must also meet the normal requirements for Core Membership (revenue stream, COR/SECOR certification, etc.) in order to qualify for inclusion.

Membership terms and dues are assessed based on the Association's fiscal year - PSAC's fiscal year end is **August 31**. All memberships are subject to renewal **effective September 1 of each year**, and dues assessed in the first (partial) year of membership will be pro-rated to that date - applications received after May 1 of the current year will be invoiced to August 31 of the following year (i.e.: 16 months maximum).

Employee headcount is calculated as follows: Account for all Canadian-based employees, including field, office, part-time and contract workers to a **MAXIMUM of 1000 employees**; part-time and contract workers should be counted on a "person year" basis. Employees of any "child" companies to be listed under your membership must also be included in the employee headcount.

The annual dues calculation is comprised of a **BASE FEE** and a **PER EMPLOYEE** charge, in one of three categories, based on employee headcount:

1-3 employees	Base fee = \$950.00	+ \$36.25 / employee	(+ GST)
4-100 employees	Base fee = \$1,850.00	+ \$36.50 / employee	(+ GST)
100-1000+ employees	Base fee = \$3,600.00	+ \$19.00 / employee	(+ GST)

ANNUAL DUES CALCULATION

(# of Employees X \$ charge per Employee) + Base Fee + 5% GST = Annual Dues

Example: for a company with 550 full time equivalent (FTE) employees, the annual dues calculation would be:

(550 employees X \$19.00/employee) + \$3,600.00 base fee = \$14,500.00 + 5% GST = \$14,752.50

NOTE: MAXIMUM annual dues (for companies employing 1000+ employees) = \$22,600.00 + GST = \$23,730.00