



# Application for Membership

Revised 10/08

(New Members, Reinstatements or Member Transfers)

**NAPM - Buffalo, Inc.** Affiliated with the Institute for Supply Management (ISM)

PO Box 888 • Hamburg, NY 14075-0888

Phone: (716) 648-0972 • Fax: (716) 646-1599 • E-Mail: napmbflo@roadrunner.com

**www.napmbuffalo.com**

### MEMBERSHIP CATEGORIES & FEES (see reverse)

- Regular Membership - \$190.00  
One Time Administrative Fee - \$30.00
- Associate Membership - \$90.00  
One Time Administrative Fee - \$10.00
- Dues Free Academic or  Student Membership  
(Contact office for eligibility)
- Former Member (year) \_\_\_\_\_
- Transfer from NAPM \_\_\_\_\_  
NAPM ID# \_\_\_\_\_

DUES PAYMENTS ARE NOT ASSIGNABLE OR REFUNDABLE. NAPM dues are not deductible as a charitable contribution for federal tax purposes, but may be deductible as a business expense; consult your tax advisor.

### PLEASE PRINT NEATLY OR TYPE

NAPM/ISM ID # (if known) \_\_\_\_\_

Are you an A.P.P.?  Yes  No

Are you an C.P.M.?  Yes  No

Are you an C.P.S.M.?  Yes  No

Mr.  Mrs.  Ms.  Miss

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Home:

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

### MAILING ADDRESS PREFERENCE:

Business  Home

Date of Birth (optional): m/d/y \_\_\_\_\_

Education:  High School  Associate Degree

Bachelors Degree  Masters Degree

Other: \_\_\_\_\_

\* NOTE: Following acceptance by the Board of Directors, a pro-rated dues invoice will be issued. Please submit administrative fees with application.

### METHOD OF PAYMENT:

Amount Enclosed: \$ \_\_\_\_\_

Check/money order enclosed; payable to  
NAPM-Buffalo, Inc.

Credit Card:  Visa  Master Card

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_

Signature: \_\_\_\_\_

Industry Code (SIC): \_\_\_\_\_

Enter the three digit code from the list on reverse that represents the major industry of the company, division, or plant for which you work.

Items you buy: \_\_\_\_\_

Total years in purchasing: \_\_\_\_\_

Are you involved in selling? \_\_\_\_\_ If yes, explain: \_\_\_\_\_

Supervisor's Name & Title: \_\_\_\_\_

How did you find out about us? \_\_\_\_\_

Are you a member of other associations? \_\_\_\_\_

If yes, list: \_\_\_\_\_

I agree to abide by the ISM Bylaws, Principles and Standards of Purchasing Practice, and Statement of Antitrust Policy, as stated herewith. A copy of the ISM Bylaws may be obtained by writing ISM Membership Services, PO Box 22160, Tempe, AZ 85285.

Signature \_\_\_\_\_ Date \_\_\_\_\_

### APPROVALS FOR LOCAL AFFILIATE USE ONLY

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

MAC Chair \_\_\_\_\_ Date \_\_\_\_\_

Approved by the Board of Directors \_\_\_\_\_ Date \_\_\_\_\_

### Return Application to

NAPM- Buffalo, Inc. • PO Box 888 • Hamburg, NY 14075-0888 • Phone (716)648-0972 • Fax (716)646-1599

# Principles and Standards of Ethical Supply Management Conduct

LOYALTY TO YOUR ORGANIZATION  
 JUSTICE TO THOSE WITH WHOM YOU DEAL  
 FAITH IN YOUR PROFESSION

From these principles are derived the ISM Standards of supply management conduct. (Global)

1. Avoid the intent and appearance of unethical or compromising practice in relationships, actions, and communications.
2. Demonstrate loyalty to the employer by diligently following the lawful instructions of the employer, using reasonable care, and only authority granted.
3. Avoid any personal business or professional activity that would create a conflict between personal interests and the interests of the employer.
4. Avoid soliciting or accepting money, loans, credits, or preferential discounts, and the acceptance of gifts, entertainment, favors, or services from present or potential suppliers that might influence, or appear to influence, supply management decisions.
5. Handle confidential or proprietary information with due care and proper consideration of ethical and legal ramifications and governmental regulations.
6. Promote positive supplier relationships through courtesy and impartiality.
7. Avoid improper reciprocal agreements.
8. Know and obey the letter and spirit of laws applicable to supply management.
9. Encourage support for small, disadvantaged, and minority-owned businesses.
10. Acquire and maintain professional competence.
11. Conduct supply management activities in accordance with national and international laws, customs, and practices, your organization's policies, and these ethical principles and standards of conduct.
12. Enhance the stature of the supply management profession.

# Membership Categories

**REGULAR MEMBERS (members of both the national ISM and the local affiliate):** Regular membership in an Affiliated Association shall be limited to the following:

Any person interested in the supply management field shall be eligible to be a Regular Member of an Affiliated Association provided that such person (i) is not primarily engaged in sales activity; or (ii) does not solicit business on behalf of such person or his or her employer during meetings of any ISM activity, including without limitation, meetings of Affiliated Associations (including chapters), ISM Committees and ISM Groups and Forums. For the purposes of this section, "primarily" shall mean a majority of a person's time. However, no person shall be ineligible by reason of incidentally disposing of scrap, surplus stock or equipment of the concern by which he or she is employed. The eligibility of an editor, secretary or business manager employed by an Affiliated Association shall not be affected by reason of sales activity directly related to any magazine, bulletin or other publication or exhibit, product, show or similar activity sponsored by such association.

- a) A person who is involved in the purchasing or materials process, including without limitation, purchasing, purchasing research, value analysis, inventory control, materials management, supply chain management, or any other activity or function which is related to the purchasing or materials process.
- (b) An editor, secretary, or business manager employed by an Affiliated Association.
- (c) A person with a full-time appointment as a teacher, research specialist, department head, director or dean of a college, university, or other academic institution whose academic responsibility includes purchasing management or materials management of other related fields or subjects.
- (d) A regular member whose dues are currently paid on a continuous basis who is unemployed shall continue to be eligible for membership.
- (e) A regular member whose dues are currently paid on a continuous basis who retires shall continue to be eligible for membership.
- (f) An undergraduate or graduate student enrolled full time in an accredited community college or four-year college or university.
- (g) A person who is engaged in the business of providing consulting services primarily in the field of purchasing management and materials management on condition that such person does not solicit members of an Affiliated Association for consulting engagement.

**ASSOCIATE MEMBERS (local association member only; no national ISM membership):** A person who satisfies the eligibility criteria of the "regular category." Associate members whose dues are currently paid on a continuous basis and who are unemployed or who are retired shall continue to be eligible for membership.

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**STANDARD INDUSTRY CODES (SIC):** If you have responsibility for more than one industry, use only the one three-digit code representing the major activity of the company, division, or plant for which you work. (Write the code on the reverse side of this form in the appropriate space.)

AGRICULTURE, FORESTRY, AND FISHERIES	280 Chemicals and allied products	goods	780 Motion pictures
010 Agricultural production - crops	290 Petroleum and coal products	510 Wholesale trade-nondurable goods	790 Amusement/recreation services
020 Agricultural production - livestock	300 Rubber & misc. plastic products	520 Bldg. mtl. /garden supplies	800 Health services
070 Agricultural services	310 Leather and leather products	530 General merchandise stores	810 Legal services
080 Forestry	320 Stone, clay and glass products	540 Food stores	820 Educational services
090 Fishing, hunting, trapping	330 Primary metal industries	550 Automotive dealers/svc. stations	830 Social services
MINING	340 Fabricated metal products	560 Apparel and accessory stores	840 Museums/botanical, zoological gardens
100 Metal mining	350 Machinery, except electrical	570 Furniture/home furnishings stores	860 Membership organizations
120 Bituminous coal/lignite mining	360 Electric/electronic equipment	580 Eating and drinking places	870 Engineering/accounting/related services
130 Oil and gas extraction	370 Transportation equipment	590 Miscellaneous retail	880 Private households
140 Nonmetallic minerals, except fuels	380 Instruments & related products	FINANCE, INSURANCE, AND REAL ESTATE	890 Miscellaneous services
CONTRACT CONSTRUCTION	390 Misc. manufacturing industries	600 Banking	GOVERNMENT
150 General building contractors	TRANSPORTATION, COMMUNICATION, & UTILITY SVCS.	610 Credit agencies, except banks	910 Executive, legislative/general
160 Heavy construction contractors	400 Railroad transportation	620 Security commodity brokers/svcs.	920 Justice, public order, and safety
170 Special trade contractors	410 Local/interurban mass transit	630 Insurance carriers	930 Finance, taxation & monetary policy
MANUFACTURING	420 Trucking and warehousing	640 Insurance agents, brokers/svcs.	940 Administration of human resources
200 Food and kindred products	430 U.S. Postal Service	650 Real estate	950 Environmental quality/housing
210 Tobacco manufacturers	440 Water transportation	670 Holding/other investment offices	960 Administration of economic programs
220 Textile mill products	450 Transportation by air	SERVICES	970 Nat'l security/internat'l affairs
230 Apparel/other textile products	460 Pipelines, except natural gas	700 Hotel/other lodging places	NONCLASSIFIABLE
240 Lumber and wood products	470 Transportation services	720 Personal services	999 Nonclassifiable establishments
250 Furniture and fixtures	480 Communication	730 Business services	
260 Paper and allied products	490 Electric, gas, & sanitary svcs.	750 Auto repair, services/garages	
270 Printing and publishing	WHOLESALE AND RETAIL TRADE	760 Miscellaneous repair services	
	500 Wholesale trade - durable		