



ANIMATION COUNCIL
OF THE PHILIPPINES, INC.

ACPI MEMBER'S DUTIES AND RESPONSIBILITIES

- Attend the quarterly General Membership Meeting
- Assign one official representative who will liaise with the Secretariat and represent the company in different official functions or activities of the association
- Assist and participate in ACPI-organized, sponsored or supported events
- Membership in one or more ACPI committees
- Observe ethical, moral and legal business practices at all times
- Participation in Industry/Market Research surveys as maybe requested by ACPI or its partner government and non-government organization.
- Timely payment of membership dues

The Board of Directors reserves the right to suspend or terminate membership of any organization who persistently violates one or more of the duties and responsibilities stated above.

1. **First Offense:** Written notice/reminder addressed to official representative from ACPI Executive Director's Office.
2. **Second Offense:** Written notice/reminder addressed to the company CEO/Chairman from ACPI Executive Director's Office.
3. **Third Offense:** Official Warning from the Board of Directors that continued violation of ACPI rules and regulations will result in the organization's suspension and eventual expulsion as a member.
4. **Last Offense:** Notice of Membership Suspension from the Board of Directors addressed to the President/CEO of the member company.

Animation Council of the Philippines, Inc.

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- a. Violating Member will be invited to formally contest his suspension through formal letter addressed to the board and/or through a formal meeting with the Board of Directors.
- b. The Board of Directors will vote on either lifting the suspension or terminating membership based on the violating member's defense.
- c. Failure to respond to suspension notice within 30 days will automatically result in membership termination.