**Finance Initiative**

**Membership**

**Application Form**

**Banking**

Thank you for your interest in becoming a UNEP FI Member.

By becoming a UNEP FI member, your organization:

1. Will need to sign the Principles for Responsible Banking. The Principles provide the framework for a sustainable banking system. They align the banking industry with society’s goals as expressed in the UN Sustainable Development Goals and the Paris Agreement on Climate Change.  More information is available at: <http://www.unepfi.org/responsiblebanking>
2. Will need to send the completed Membership Application Form to Liesel van Ast (liesel.vanast@un.org) and Simone Dettling (simone.dettling@un.org).
3. Commits to paying an annual membership fee. The fee level is determined by the level of your organization’s assets under management. The fees for 2019/2020 are shown in Appendix 1.
4. Provide your logo and your certificate of incorporation or a document showing the nature of your business.
5. Participate in the Annual General Meeting (AGM), an assembly of all Members with the ultimate decision-making authority for UNEP FI. Members are committed to attending the AGM in person at least once in every two years and always participate in the voting processes which can be done online.

**What happens next?**

The UNEP FI Secretariat will contact you to confirm your membership upon receipt of the signed documents. You will then receive an official Welcome Letter confirming your status as a Member and a Welcome Package including:

* Guiding document “Being a Signatory to the Principles for Responsible Banking”
* Signatory commitment document, Principles for Responsible Banking
* Strategy & work plan documents of UNEP FI
* UNEP FI Overview 2017/18
* An invoice for the appropriate annual membership fee
* Finally, your UNEP FI focal point will arrange a Welcome Call to introduce you more fully to the Initiative and get you started.

**Contacts**

**Head of UNEP FI:** Eric Usher at eric.usher@un.org

**Banking:** Simone Dettling at simone.dettling@un.org

**Insurance:** Butch Bacani at butch.bacani@un.org

**Investment:** Elodie Feller at elodie.feller@un.org

**Climate:** Remco Fischer at remco.fischer@un.org

**Ecosystems:** Anders Nordheim at anders.nordheim@un.org

**Positive impact (SDGs):** Careen Abb at careen.abb@un.org

**UNEP FI Membership, regional co-ordination and events:** Liesel van Ast at liesel.vanast@un.org

**Invoicing:** Lydia Beaujois at lydia.beaujois@un.org

# **Membership Application Form**

Date:

|  |
| --- |
| Company contact details **(as to appear in the UNEP FI database)** |
| Company Name (as it should appear on UNEP FI website) |
| Company Name (as shown on certificate of incorporation) |  |
| Company Address  |       |
| Corporate Address (if different from above) |                 |
| Main Telephone  |  |
| Main Email  |  |
| Website |       |

|  |
| --- |
| Focal point contact details **(as to appear on the UNEP FI internal member list and database)** |
| Primary Focal Point |
| Full Name |  |
| Position |  |
| Department |  |
| Telephone |  |
| Email  |  |
| Additional Focal Points (optional) |
| Full Name |       |
| Position |       |
| Department |       |
| Telephone |       |
| Email |       |
| Communications /media department: |
| Full Name |       |
| Position |       |
| Telephone |       |
| Email |       |
| Finance Focal Point (for invoicing) |
| Full Name |  |
| Position |  |
| Department |  |
| Telephone |  |
| Email |  |

|  |
| --- |
| Company Profile (as to appear on the UNEP FI internet) |
| Brief overview of organisation |  |
| **Institution size** (please note this information will be used to determine the level of your company’s annual fee). |
| Total Assets (USD)  |  |
| Number of employees  |  |
| **Summary of sustainability strategy** |
|  |
| Why the bank has joined UNEP FI as a member  |   |
| Quote from CEO (optional) |  |
| Links to latest sustainability/integrated report, reporting period, and web link  |   |
| Financial reporting period/fiscal year and link to annual report |  |
| Invoicing requirements |  |
| Purchase order required[ ]  YES[ ]  NO[ ]  OTHER (please explain) |
| **Scope of operations**  |
| Are your operations global?[ ]  YES[ ]  NONumber of countries:  |  |
| Primary regions (please tick as relevant)[ ]  Africa & Middle East[ ]  Asia Pacific[ ]  Europe[ ]  Latin America & Caribbean[ ]  North America | [ ]  Primary markets (countries)List of countries and contacts (optional)Names of main subsidiaries and contacts (optional) |
| **Main Activities** |
| Banking | Insurance |
| [ ]  Retail / Commercial / Institutional banking[ ]  Development banking[ ]  Investment banking / Stock broking[ ]  Microfinance[ ]  Credit Union / Building or Co-Operative Society[ ]  Leasing[ ]  Other (please specify) | [ ]  Retail / commercial insurance[ ]  Life insurance[ ]  Reinsurance[ ]  Insurance brokerage[ ]  Other (please specify) |
| Investment | Others |
| [ ]  Retail Fund management[ ]  Pension Fund Management[ ]  Wholesale Fund Management[ ]  Other (please specify) | [ ]  Fintech[ ]  Stock exchange [ ]  Rating agencies[ ]  Brokerage firms[ ]  Index companies[ ]  Other (please specify) |
| **Sustainability priorities**  |
| [ ]  Sustainability strategy (please specify)[ ]  Sustainability Reporting (please enclose)[ ]  Environmental, social and governance integration (please specify)[ ]  Environmental risk management[ ]  Climate change[ ]  Ecosystems/natural capital (water, oceans, land use etc).[ ]  Sustainable Development Goals/Positive Impacts[ ]  Other (please specify) |

Name: Signature:

Position: Date:

**Appendix 1: UNEP FI Membership Fee Structure**

UNEP FI members are required to pay an annual financial contribution. Members’ contributions are used to help fund the activities undertaken by UNEP FI.

The level of contribution expected is based on the total asset size, or asset under management (AUM), if an asset management company, of the member institution as below. The current fee categorization will also apply to subsidiaries members however, with a 50% reduction in fees.

UNEP FI Banking Members have, in addition, recently agreed on a top up fee to increase resourcing to support members deliver on the Principles for Responsible Banking. The banking members’ top up fee is introduced from 2021. The 2022 top up fee level is likely to be maintained over the coming years.

Please consult the table below to identify the level of contribution that will be expected from your company:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **2020** | **2021** | **2022** |
|  | **Base fee only** | **Total fee (approved at EGM)** | **Estimated fee****(to be determined at 2020 AGM)** |
| Total assets  (US Dollars) | CHF | CHF | CHF |
| From 100 billion and above | 20,900 | 27,715 | 31,977 |
| From 5 billion to less than 100 billion | 10,450 | 13,858 | 15,989 |
| From 1 billion to less than 5 billion | 4,120 | 5,461 | 6,304 |
| Below 1 billion | 2,510 | 3,328 | 3,840 |

The annual contribution covers the period January to December of that particular year and is

payable on a yearly basis. UNEP FI will issue an invoice for the annual contribution for the

following year towards the end of the year – i.e. for 20201membership, we will issue invoices

around July/August 2020.

For members joining part way through the year, the first annual contribution is portioned to

the remaining months of the year and is invoiced on receipt and acceptance of the registration

form.