



GREEN FREIGHT ASIA NETWORK Membership Guide 2024-2025

GFA Membership Guide provides information on the different membership tiers, including eligibility, benefits, and corresponding fees

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1. Overview

Green Freight Asia Network (GFA) is a non-profit association of industry players, which collaborates with companies and partners to improve energy and fuel efficiency, reduce CO₂e emissions, and lower operational costs across supply chains in the APAC region. GFA works with organisations of various scales from diverse industries to promote decarbonisation solutions for road freight and facilitate collective action for sustainability.

GFA is formed of a transparent and collaborative network based on a membership structure that is applicable to all companies. The GFA Membership Guide provides details on the membership structure with information on the different membership tiers, including eligibility, benefits, and corresponding fees. The GFA Membership Guide is publicly accessible on the GFA website. Any updates or changes in the membership structure will be conveyed to all current GFA members in advance by email.

GFA members are all organisations that have a valid GFA membership. Exclusive information is communicated to GFA members, and members of the network can connect through the membership directory. To promote its objectives beyond members, GFA disseminates information publicly through various communication channels, including email newsletters, social media platforms, the GFA website, events, and other outlets.

1.1 Membership Process

The GFA membership is structured to support the sustainability efforts of all members. Hence, the membership tiers and related benefits are defined in regard to the size and revenue gains of the members, so that all organisations benefit in an equal way.

Any organisation may apply to become a member of GFA through the membership application process. The interested organisation may refer to the GFA Membership Guide to understand the eligibility criteria and benefits for each membership tier.

An interested organisation may apply for the GFA membership by completing the form available on the GFA website (<https://www.greenfreightasia.org/become-a-member>). Any questions can be directed to the GFA team at info@greenfreightasia.org. A GFA representative will then share the membership agreement with the organisation. For the purposes of becoming a GFA member, the organisation has to submit the membership agreement signed and stamped by its legal representative. The organisation will also be required to submit the business licence or certificate of incorporation which indicates the official name, registration number, and address. An English translated version of the same should also be submitted with a copy of the original indicating the required details.

The membership year is from 1st April 2024 to 31st March 2025. The benefits provided to each membership tier are available to all members throughout the year.

1. Overview

1.2 Acknowledgement and Consent

The membership agreement is a contract signed between GFA and the organisation applying for membership, which defines the terms and conditions of the membership. As the legal representative of the applying organisation, the signatory consents to follow the membership structure as defined in the Membership Guide, and expressly waive any security that might otherwise be required.

By signing the membership agreement, the organisation confirms that the data provided by the legal representative are faithful and true. This data will be used to register the organisation as a GFA member under the association's Accounting and Corporate Regulatory Authority ("ACRA") records.¹

GFA members fully acknowledge that the terms of the membership as defined in the membership agreement are fair, reasonable, and necessary for the protection of legitimate business interests of GFA. In case of any breach, GFA can legally file a case against the signatory organisation and will not be responsible for any damage arising from the breach, that the organisation can suffer from.

1.3 Data Protection

GFA may collect, use, disclose or otherwise process personal data as per the terms provided here in accordance with the Personal Data Protection Act ("PDPA")² or General Data Protection Regulation ("GDPR").³ This includes any personal data within the possession or control of GFA, including personal data held by organisations engaged by GFA to collect, use, disclose or process personal data for GFA's purposes. This personal data is provided voluntarily, either directly by the organisation or via a third party that has been duly authorised by the organisation or by the legal representative defined in the membership agreement. GFA does not collect personal data unless the collection and use of the personal data without consent is permitted or required by PDPA/GDPR or other laws.

Personal data refers to any information related to any individual or identifiable individual who has contacted GFA to seek out services; or an organisation that has entered into a membership agreement for the supply of services by GFA. Additional personal data may be collected as and when required for GFA programmes and activities. In each case the organisation would be notified of the purposes for which the data is collected, with written consent from the organisation for the collection and use of the personal data for those purposes (except where permitted or required by law). By signing the membership agreement, the organisation consents to the conditions above.

¹ACRA: <https://www.acra.gov.sg/who-we-are/overview-of-acra>

²PDPA: <https://www.pdpc.gov.sg/Overview-of-PDPA/The-Legislation/Personal-Data-Protection-Act>

³GDPR: <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:02016R0679-20160504&from=EN>

1. Overview

For the purpose of GFA membership, only specific personal data would be collected as part of the membership agreement as outlined in the following list:

- Registered original name of the company
- Name of the company in English
- Registered address of the company
- Registration number of the company
- Full name and designation of the legal representative(s)
- Email address of the legal representative
- Full name of the GFA contact person
- Email address of the GFA contact person

1.4 Confidentiality

As an industry association, GFA maintains the confidentiality of all data received from GFA members. Confidential information refers to any data or information relating to the business of the member (which would reasonably be considered to be proprietary to the member) including, but not limited to, accounting records, business processes, and client records and that is not generally known in the industry of the member and where the release of that confidential information could reasonably be expected to cause harm to the member.

All written and oral information and material disclosed or provided by the member to GFA for the membership agreement is confidential regardless of whether it was provided before or after the date of the membership agreement. The use of name, emblems, or trademarks of both GFA and the member will be as per the terms of the membership agreement.

GFA will not disclose, divulge, reveal, report or use, for any purpose, any confidential information which GFA has obtained, except as authorised by the member or as required by law. The obligations of confidentiality will apply during the term of the membership and will end on the termination of the membership except in the case of any confidential information which is a trade secret in which case those obligations will last indefinitely.

Participation in certain GFA programmes may require members to submit operational data and other necessary information. The confidentiality terms for such programmes are separate and will be conveyed prior to participation and data collection.

2. Membership Structure

The GFA membership is based on a structure which allows companies of various scales from diverse industries to participate and access benefits relevant to their operations.

Types of organisations that can apply for the GFA membership are as below. Any organisation falling under these registered entity types can express their interest in the GFA membership:

- Small, medium, or large companies/enterprises regardless of industry
- Local, national, and regional governments
- Non-governmental organisations (NGOs)
- Diplomatic bodies (Consulates, high commissions, embassies, and their subsidiaries)

The GFA membership is renewed on an annual basis. The membership year is from 1st April 2024 to 31st March 2025. The full membership fees is applicable and not prorated irrespective of when the organisation becomes a member during the membership year.

The membership structure is tiered based on the annual group revenue of the member in USD in the fiscal year prior to their application. Any organisation that is interested in the GFA membership will be required to align with the GFA membership tiers based on the annual group revenue and not the annual revenue of the company applying for membership. Members should inform GFA if their membership tier should change based on any changes in their annual group revenue. The corresponding benefits and membership fees are aligned with the tier of the member.

TIER	BRONZE	SILVER	GOLD	PLATINUM
Annual Fees (USD)	550	1,100	5,500	11,000
Annual Group Revenue (USD)	Less than 50M	0-250M	250-1,000M	1,000M and above
Renewal terms	1 membership year validity only	Renew annually	Renew annually	Renew annually

After the membership agreement is signed, the member can continue the GFA membership by renewing before the start of each membership year. GFA members will be notified of the membership renewal in advance. They may choose to renew their membership when this notice is sent. However, the validity of the Bronze membership is only for 1 membership year (i.e. from 1st April 2024 to 31st March 2025). Further explanation is provided for each tier in subsequent sections.

2. Membership Structure

2.1 Bronze Tier

The Bronze tier is for organisations with annual group revenue of less than USD 50M in the fiscal year prior to their application. Additionally, such organisations should not have been a GFA member previously. The Bronze tier is valid for 1 membership year only after which the member cannot renew within the same tier. The member must join the Silver tier for the subsequent membership year.

This membership is only for a single company and is not applicable for a group membership. Organisations may voluntarily apply and join any other membership tier (Silver, Gold, or Platinum) to avail the benefits and services offered under those tiers.

2.2 Silver Tier

The Silver tier is for organisations with annual group revenue of USD 0-250M in the fiscal year prior to their application. The membership is only for a single company, and it is not applicable for a group membership. Silver tier members can renew their membership for the same tier if there is no change in their annual group revenue. Alternatively, organisations may voluntarily apply and join Gold or Platinum tier to avail the benefits and services offered under those tiers.

2.3 Gold Tier

The Gold tier is for organisations with annual group revenue of USD 250-1000M in the fiscal year prior to their application. The membership is only for a single company, and it is not applicable for a group membership. Gold tier members can renew their membership for the same tier if there is no change in their annual group revenue. Alternatively, organisations may voluntarily apply and join the Platinum tier to avail the benefits and services offered under that tier.

2.4 Platinum Tier

The Platinum tier is for organisations with annual group revenue of USD 1000M and above in the fiscal year prior to their application. This tier is applicable as a group membership and would include all the operations of the member within the Asia-Pacific region. Any regional office or HQ office connected to a group of companies may apply for the Platinum membership on behalf of the group. Any regional office or individual company may also apply for the Platinum tier only for their own operations as the membership tier will be based on the annual group revenue. Platinum tier members can renew their membership for the same tier if there is no change in their annual group revenue.

2. Membership Structure

2.5 Nominated Bronze Tier

GFA members belonging to the Gold and Platinum tiers have the benefit of nominating other companies for a free Bronze membership. These organisations would be under the Nominated Bronze tier. This membership is only applicable for a single company and is not applicable for a group membership. Organisations that are eligible for nomination must fulfil the following criteria:

- Annual group revenue of less than USD 50M in the previous fiscal year
- Should not have been a GFA member in previous years in any tier

Organisations may be nominated and join the GFA membership at any point during the membership year. The Nominated Bronze tier is valid for only 1 membership year after which the member cannot renew within the Bronze tier. The nominated member will have to join the Silver tier to continue from the next membership year.

The nomination process shall begin with the Gold or Platinum members sharing the potential nominee organisation's details with GFA. After ensuring that the organisation would be eligible and fulfils the criteria, the Gold or Platinum member shall introduce the organisation to GFA via email. The nominated member shall then sign the Nominated Bronze membership agreement to confirm their membership along with submitting the required company registration documents.

The Nominated Bronze tier is beneficial for members to work with their supply chain partners, particularly carriers, to join GFA, and participate in the programmes. This helps in building a network of green industry players that share the collective goal of sustainability in the logistics sector. This membership tier is free of charge and is only applicable when nominated by a Gold or Platinum member.

The maximum number of organisations that can be nominated for membership is 5 for Gold members and 10 for Platinum members. Once the maximum number of nominated organisations has reached for that member, they may not nominate any additional members for the free Nominated Bronze tier. An organisation can be nominated for free Nominated Bronze tier only once after which they will have to join the other membership tiers to continue in subsequent membership years. A member cannot nominate the same organisation again in subsequent years and nor can an organisation be nominated by a different member in subsequent membership years.

2. Membership Structure

2.6 Membership Benefits

BENEFITS	BRONZE/ NOMINATED	SILVER	GOLD	PLATINUM
Web exposure - Member name and logo on the GFA website - Access to membership directory	YES	YES	YES	YES
GFA Brand Assets Use - Access to GFA Logo, GFA Label and GFA Vehicle Sticker	YES	YES	YES	YES
GFA Resource Portal - Access to repository of articles, reports, webinars etc for GFA members only - Archive of research material	YES	YES	YES	YES
Access to free webinars and workshops	YES	YES	YES	YES
Network insights - Promotion of articles prepared by members on their sustainability initiatives, achievements, progress and operations - Articles to be prepared by the member and promoted by GFA on public channels	1 article	3 articles	5 articles	10 articles
GFA Global Insights Report - Annual report published and distributed to GFA members only	YES	YES	YES	YES
Case study in GFA Global Insights Report - Members can prepare and submit case studies based on the outline provided by GFA	NO	1 case study	3 case studies	4 case studies
GFA Labelling and Certification Programme - Only applicable for GFA members - All members can apply for any GFA Label Leaf level without any additional charge	Leaf 1 Leaf 2 Leaf 3 Leaf 4	Leaf 1 Leaf 2 Leaf 3 Leaf 4	Leaf 1 Leaf 2 Leaf 3 Leaf 4	Leaf 1 Leaf 2 Leaf 3 Leaf 4
STACS ESGpedia profile - Free of charge profile created for GFA Members by STACS	YES	YES	YES	YES
Discount for eco-driving workshops - Discounted workshops offered as per the conditions of eco-driving partner	YES	YES	YES	YES
Discount for tailored workshops and webinars conducted by GFA	NO	NO	30%	50%
Discount for MRV programme - GHG Report on Scope 1, 2 and limited Scope 3	10%	20%	30%	50%
Free membership for organisations under the Nominated Bronze Tier	NO	NO	5	10
Annual General Meeting - GFA conducts AGM for pending resolutions. Each member is entitled to 1 vote per resolution.	1 free seat Additional seat: USD 100	2 free seats Additional seat: USD 100	5 free seats Additional seat: USD 100	16 free seats Additional seat: USD 100

2. Membership Structure

2.7 Payment

GFA will charge members a fixed membership fee based on the membership tier. The membership fee is applicable in full, irrespective of when the member joins during the membership year. Invoices submitted by GFA to the member will be payable by the member (and not by third party, without prior written notice and approval by GFA). Members need to provide confirmation of payment preferably in the form of MT103 document indicating electronic transfer or any other equivalent proof of payment.

GFA is not in the GST system, and payments do not include GST charges. The amount stated in the membership fee invoice should be paid in full with all related bank charges to be borne by the remitting company. The currency that GFA uses is the United States of America Dollar (USD). GFA is not responsible for currency conversion in case payment has been made by the member in any other currency other than USD.

As the GFA membership operates on an annual renewal system, GFA will send renewal notices to all GFA members prior to the end of each membership year. The notice of membership renewal will be sent 60 calendar days before the end of the membership year. The notice shall be accompanied with the membership fee invoice for the next membership year. Bronze tier and Nominated Bronze tier members shall receive the membership fee invoice for Silver tier for the next membership year. They may also choose to renew as Gold or Platinum tier members and the invoice shall be revised accordingly.

Members will be required to pay the membership fee to continue with their membership in the next membership year. Additional reminders shall be sent by GFA to members that do not renew or in case of late payments. Members should note that non-payment of membership fee or late payment without sufficient proof of payment will result in termination of the GFA membership. GFA shall send notice of delisting to the member. The membership cancellation and delisting does not release the member from liabilities as prescribed in Article 10 of the Memorandum under which the member is accountable for any outstanding fees and payments.



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