



How to Become an IFBEC Member: Prospective Member Checklist

If your company is interested in becoming an IFBEC member, the following steps are required:

1. _____ Interested companies must be active in the aerospace or defense sectors with a commitment to business ethics and an interest in actively participating in IFBEC events and initiatives going forward.
2. _____ Your company must execute:
 - an **annual company statement**
 - The company statement must be executed by your company's CEO initially and subsequently can be completed by the senior ethics officer for the company. The annual company statement can be found at ifbec.info.
 - Your company is required to complete an **annual accountability questionnaire** that details your company's corporate ethics policies and practices as well as participation in industry-wide ethics activities.
3. _____ Your company must execute a **letter** affirming:
 - its commitment to the [Global Principles](#) and the mission of the IFBEC;
 - agreeing to be bound by the [IFBEC Charter](#);
 - and promising to pay the applicable annual membership fees.

The letter also indicates whether your company agrees to have its Company Statement posted on the IFBEC website, and will allow the IFBEC to link from your company's name on the IFBEC website to your company's ethics website. A draft letter that companies can use for this step can be found [here](#).

4. _____ Once a company statement has been submitted, it will be circulated to the IFBEC Steering Committee for approval. If a company's application has been unanimously accepted, the company is notified.
5. _____ Once a company is notified of its acceptance into the IFBEC, it is kindly requested that the company remit fees in a timely manner for the year during which it joins. Fees are currently \$2,900 USD/year and are managed by the IFBEC.