


# Institute of Quarrying Australia

		<b>IQA Procedure P40</b>	
<b>National Secretariat</b>		<b>Obituaries for Quarry Magazine</b>	
<b>Policy Number:</b>	17_P40	<b>Version:</b>	P40-01
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## Introduction

The Institute of Quarrying Australia (IQA) approves the publication of the monthly Quarry magazine for members and the quarrying industry.

## Purpose

This procedure is designed to set out the process for the publication of obituaries in the Quarry magazine.

## Procedure

- The deceased person must be a current member of the IQA and the Membership & Awards Officer will verify the membership status.
- The person requesting a Quarry magazine obituary must make a formal written request via the deceased persons local IQA Branch / Sub-Branch.
- The IQA Branch / Sub-Branch will formally request the inclusion of the obituary in a future Quarry magazine to the Editor of the Quarry magazine.
- The Editor of the Quarry magazine will advise, via email, a nominated month when the obituary will appear in the Quarry magazine.
- The General Manager presides over the length and final composition of the obituary in the event of any conflict from the deceased person's representative and the Editor of the Quarry Magazine.