

**CONSTITUTION
OF THE
SOUTH AFRICAN
BLACK AND WHITE WORKERS UNION**



SABAWWU

SOUTH AFRICAN BLACK AND WHITE WORKERS UNION

April 2025

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PART I

GENERAL

1 NAME

The name of the Union shall be the “**South African Black and White Workers Union**”, in abbreviation **SABAWWU**.

2 STATUS OF THE UNION

The Union shall be a Body Corporate with perpetual succession capable of entering into contractual and other relations and of suing and being sued in its own name and shall be an Organisation not for gain.

3 DEFINITIONS

Any expression used in this Constitution and which is defined in *the Labour Relations Act, Act 66 of 1995 as amended*, shall have the same meaning as in the Act.

4 HEAD OFFICE

The Head Office of the Union shall be situated in such place as to be determined by the Executive Committee from time to time.

5 REGIONAL OFFICES

The Executive Committee shall from time to time determine the location of an area office or offices.

6 **OBJECTIVES**

The objectives of the Union shall be to endeavour:

- (1) To regulate relations between members and their employers and to protect and further the interests of members in relation to their employment;
- (2) To promote the interests of members generally;
- (3) To encourage and, where deemed expedient, to take the necessary steps to procure the settlement of disputes by conciliatory methods whenever possible;
- (4) To promote, support or oppose, as may be deemed expedient, any proposed legislation or other courses affecting the interests of members;
- (5) To use every legitimate means to induce all persons who are eligible for membership to become members;
- (6) To assist members in obtaining employment;
- (7) To provide, when deemed necessary, legal assistance to members in connection with their employment;
- (8) To encourage a higher degree of skills among members;
- (9) To co-operate through Federation or affiliation with any other trade union/s and to implement mutual policies in conjunction with said trade union/s, or otherwise, in the furtherance and promotion of these objectives including participation in ventures of mutual services between trade unions;
- (10) To provide such benefits and / or establish such benefit funds for members, as the National Executive Committee may deem advisable;
- (11) To acquire, dispose, or otherwise deal in movable or immovable property in the name, and on behalf of the Union;
- (12) To invest or reinvest, as is permissible in law, monies available for this purpose and to redeem such investments;
- (13) To do such other lawful acts as are deemed to be in the best interests of the members.

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7 VISION AND MISSION

Vision Statement

To unite and empower all workers within South Africa, irrespective of race, background, or sector, through inclusive representation, constitutional protection, and economic recognition. SABAWWU envisions a labour movement rooted in unity, fairness, and dignity, where no worker is left behind and every voice is heard.

Mission Statement

- To uphold and protect the labour rights of all workers across South Africa, guided by the spirit of non-discrimination and the principles of our Constitution.
- To create a representative platform that reflects the full diversity of South Africa, symbolized through the union's Black and White identity, and brought together in unity.
- To honor South Africa's economic heritage by advocating for workers in historically significant sectors like mining and agriculture—represented by gold and green in our logo.
- To operate with professionalism, fairness, and accountability in all forms of union engagement, grievance handling, and collective bargaining.
- To foster solidarity, promote social justice, and work tirelessly to achieve equitable working conditions, free of exploitation or prejudice.

“Bound by Borders, United by Purpose.”

SABAWWU Logo & Name Significance

The South African Black and White Workers Union (SABAWWU) stands as a beacon of unity, dignity, and democratic representation for all workers within the borders of South Africa. Every element of our name and logo has been deliberately chosen to reflect our unwavering commitment to inclusivity, economic recognition, and constitutional values.

South African Map with Gold Colour

- **Geographic Representation:** The map clearly defines our jurisdiction, workers within South Africa. Our focus is national, rooted in the realities of our people.
- **Economic Tribute:** Gold is not just a mineral; it symbolizes South Africa's historic and ongoing economic backbone. It commemorates the contributions of workers who have built and sustained the mining and resource industries.

Green Colour Over Lesotho

- **Symbolic Inclusion:** Although Lesotho lies outside our jurisdiction, the green colour pays tribute to the agricultural sector, another essential pillar of our economy.
- **Sectoral Recognition:** Agriculture represents growth, sustainability, and labour rooted in land. By highlighting it in green, we honor the value of rural and farm workers within South Africa.

Black and White Colours

- **Anti-Discrimination Principle:** These colours serve as a powerful reminder that SABAWWU exists for all South Africans, irrespective of race, ethnicity, or background.
- **Post-Apartheid Unity:** In a country with a painful legacy of racial segregation, we affirm that our union is a space where equality reigns, and every voice matters.
- **Constitutional Alignment:** Our inclusive stance is fortified by the principles enshrined in the South African Constitution, particularly those affirming freedom from unfair discrimination.

Red Colour

- **Historical Remembrance:** Red honours the blood shed by workers and communities during the apartheid era. It is a solemn tribute to those who sacrificed for freedom, dignity, and justice.
- **Worker Resistance:** It reflects the courage and resilience of those who stood against oppression and fought for labour rights.
- **Moral Responsibility:** By including red, SABAWWU commits to remembering the cost of liberation and the duty to uphold its promise.

Blue Colour

- **Hope and Vision:** Blue represents the expansive sky—a symbol of possibility, peace, and the future we strive to build.
- **Constitutional Aspiration:** It evokes transparency, fairness, and the dream of a just society where workers thrive.
- **Unity in Progress:** Blue reminds us that the struggle for workers' rights is not only grounded in history but also aimed at a brighter tomorrow.

Workers Union

- **Purpose-Driven:** "Workers Union" defines our core mission—protecting, supporting, and advocating exclusively for the working class.
- **Rights Protection:** We are guided by a mandate to uphold labour rights, ensure procedural fairness, and challenge any violations of worker dignity and welfare.

Grey Text

- **Unity in Diversity:** The grey tone in our name represents the blending of black and white, symbolizing cohesion and solidarity among all people.
- **Visual Integrity:** Just as grey bridges two distinct colours, SABAWWU bridges diverse experiences and unites all under the common identity of "worker."

Conclusion

SABAWWU is more than an organization, it is a movement to elevate the voice of labour, nurture social justice, and uphold the constitutional promise of equality. Every aspect of our visual and naming identity reinforces our drive to protect rights, unite communities, and work tirelessly for the people.



Initials:.....
President & General Secretary

PART II

MEMBERSHIP

1 MEMBERSHIP

- (1) All persons in the Republic of South Africa who holds citizenship or who holds a valid employment permit and who is employed at any employer in the Republic of South Africa in any sector, industry, trade or undertaking and in any profession, occupation or any manner of employment.
- (2) Application for admission to membership, accompanied by one month's subscriptions shall be lodged in writing on the prescribed form with the General Secretary.
- (3) If an application for membership is refused the applicant shall have the right to appeal personally to the Executive Committee of the Union, and shall be supported by one member in good standing to assist him in presenting his case. The Executive Committee's decision in respect of an appeal shall be final.
- (4) An applicant to whom admission to membership is refused shall be entitled to a refund of the subscriptions paid by him on application.
- (5) An applicant who unsuccessfully appealed to the Executive Committee may not make fresh application, until a period of twelve months has elapsed, unless the Executive Committee agrees to waive this condition and in this event, such application shall be made to the Executive Committee.
- (6) Every member shall be provided with a membership card on which shall be entered the member's name, his membership number and the date on being admitted as a member. The General Secretary shall in the case of a member who, in terms of Part II Clause 2 (3) of this Constitution is exempt from the payment of subscriptions, endorse such fact on his membership card.
- (7) Every member shall notify the General Secretary, in writing, of his postal address and place of employment and any change thereof within fourteen days (14) days of the date of such change.

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Initials:.....
President & General Secretary

- (8) On admission to membership, applicants shall undertake to abide by the terms of the Constitution, and all decisions taken in terms thereof and not to act in any manner, which could be detrimental to the interests of the Union.
- (9) A member who has been retired from employment for reasons of illness or physical disability shall be entitled to continue membership as a "Continuation Member" provided he has had at least twenty five (25) years of Continuous Membership prior to such retirement and applies to continue in such category within three months of such retirement. Such member shall continue to participate in any benefit scheme administered by the Union and his dependants shall be entitled to claim the benefit due on the death of a member in such category in terms of the Rules applicable to such scheme. Such member shall pay a subscription of fifty percent (50%) of the ordinary membership fee each month and the dependants of such member shall be entitled to claim the benefit due in terms of the Rules of the Benefit Scheme applicable to such category of member. Such members shall not be entitled to vote or be eligible for election to office and they shall not be regarded as members for the purposes of the Act.
- (10) A member who retired from employment in terms of the Provisions of the Pension Fund of which he is a member, as provided for in his Conditions of Employment, shall be eligible to continue as a "Continuation Member" provided he has had at least twenty five (25) years Continuous Membership prior to such retirement and applies to remain as a "Continuation Member" within three months of the date of retirement. Such member shall pay the same subscription and be eligible for the same benefits as a "Continuation Member" provided for in Sub-Clause (9) hereof and his dependants shall be entitled to claim the benefit due in terms of the Rules of the Benefit Scheme applicable to a "Continuation Member". Such members shall not be entitled to vote or be eligible for election to office and they shall not be regarded as members for the purposes of the Labour Relations Act.

2 ENTRANCE FEES AND SUBSCRIPTIONS

(1) Subscriptions

- (a) Subscriptions shall be payable by members of the Union as indicated hereunder, subscriptions shall be payable to the Union's Head Office, Divisional Manager or such other persons as may be authorised in writing by the National Executive Committee or the Executive Committee to receive subscriptions.
- (b) A member previously in good standing who can show proof of retrenchment or incapacity as a result of disabling injury will be exempted from paying membership subscriptions for a maximum period not exceeding six months whilst the condition continues. The member shall remain in full benefit during this period.

(2) Full Members

- (a) An amount per month as determined by the National Executive Committee from time to time.
- (b) In addition to the above mentioned dues, members shall also be liable to pay such other dues as may be required by the Rules governing any fund which is subject to control under any Law.

(3) Life Members

- (a) As from the date any member becomes Life Member, such member shall forthwith cease to be liable for the payments of any membership contributions, and shall for so long as he is employed in the interests set forth in Clause 6, be regarded as a member in good standing for all and any purposes, under the constitution of the Union.
- (b) Notwithstanding the foregoing such Life Member shall continue to be liable for payments of all dues and subscriptions which may be required by the Rules governing any fund established in terms of Part I Clause 6(10) and shall be generally subjected to the provisions of the Union's Constitution.
- (c) Life Members of the Union shall continue to be entitled to the voting powers accorded to ordinary members and

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Initials:.....
President & General Secretary

shall be eligible for office and shall be regarded as members for the purpose of the Act for so long as they are engaged in the interests set forth in Part II Clause 1(1).

3 DISCIPLINE

- (1) A member may be suspended, or expelled from membership by the Executive Committee:
 - (a) If he fails within thirty (30) days of demand in writing to pay subscriptions or levies which are more than three months in arrears;
 - (b) If he infringes any of the terms of the Constitution, the bylaws or decisions of the Union or acts in any manner which is detrimental to the interests of the Union in the opinion of the Executive Committee.
 - (c) Complaints against a member in terms of (a) and (b) hereof may be lodged by any Branch Executive Committee, Branch Committee or any member in good standing. Such complaint shall be lodged in writing to the Executive Committee within thirty days of the incident.
- (2) No member may be suspended or expelled unless he has been afforded an opportunity to state his case personally at a meeting of the Executive Committee of which he has received not less than seven (7) days notice in writing. The matter with which the member is charged shall be set out in such notice and shall be heard at the next meeting of the Executive Committee.
- (3) A member who has appeared before the Executive Committee in accordance with the preceding Sub Clause (2) shall, if he is dissatisfied with the decision of the Executive Committee he shall have the right to state his case personally to the National Executive Committee, which shall consider the matter. Any decision taken by the Executive Committee in terms of this Clause, shall, when an appeal has been lodged, be confirmed, varied or rescinded by a National Executive Committee.
- (4) A member appearing in terms of Sub-Clause (2) or (3) before a Executive Committee or National Executive Committee, shall

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have the right to call witnesses in support of his case and to appoint any one member in good standing to assist him in presenting his case.

- (5) Upon expulsion of a member, all monies due to the Union by such member shall become payable. If payment thereof is not made within thirty days, the Executive Committee may take such steps, as it deems necessary to secure settlement.
- (6) (a) A member shall cease to be entitled to any of the benefits of membership, including the right to vote, and shall be deemed to be out of good standing:
 - (i) If the subscriptions or any other charges due by him to the Union are more than three (3) months in arrears;
 - (ii) During any period while he is under suspension in terms of this Constitution.
- (b) In the event of these subscriptions or other charges due to the Union by a member being more than three months in arrears he shall continue to be subject to the disabilities imposed by paragraph (a) of this Sub-Clause until all arrears have been paid.
- (c) Membership of the Union may be terminated by the Executive Committee upon a member becoming six (6) months in arrears with his subscriptions or other dues to the Union and failing to effect payment within fourteen days (14) days of a written request to do so by the General Secretary.

4 RESIGNATION

A member may resign by giving three (3) months notice, in writing to the General Secretary, at Head Office, for which a receipt of acknowledgement shall be given, provided that no resignation shall take effect until all monies due to the Union by the member concerned have been paid. Any letter or resignation addressed to or handed into a Branch Office to be immediately forwarded to the General Secretary. A member who has resigned shall forfeit all claims to benefits and all rights to any share in the funds and property of the Union.

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SABAWWU

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Initials:.....
President & General Secretary

PART III

STRUCTURES

1 NATIONAL CONGRESS

- (1) The Union shall convene in a congress once in three (3) years.
- (2)
 - (a) The supreme governing body of the union shall be the National Congress which shall consist of the President, Vice-President, and all the members from the National Executive Committee, Executive Committee and delegates elected proportionally by each Provincial Committee with at least one (1) delegate from each Provincial Committee.
 - (b) All officials shall attend the National Congress and may partake in the debate but shall not have the right to vote and shall not be eligible for election to any office.
 - (c) The National Congress may invite any other person or persons it deems necessary to attend the National Congress and to partake in debate but such person or persons shall not have the right to vote and shall not be eligible for election to any office.
- (3) The number of votes, which each Provincial Committee may exercise at the National Congress, shall be proportionally equal to the number of members in a particular provincial area, as defined in Part III Clause 2 (1) (b), relative to the union's total membership. The Executive Committee shall at least three (3) months before the National Congress on the basis of membership records held at Head Office determine the voting strength of each Provincial Committee. Each of the nine (9) Provincial Committees will automatically have at least one (1) delegate to the National Congress. The General Secretary shall notify the Provincial Committees of the number of Provincial Committee delegates who may attend the National Congress.
- (4) The National Executive Committee shall issue notice of an upcoming National Congress six (6) months prior to such National Congress taking place. Such notice shall be send to all the Chairman of the Provincial Committees.

- (5) Resolutions from Provincial Committees shall be sent to the General Secretary and shall reach his office not later than two (2) months prior to the National Congress. The General Secretary shall circulate copies of resolutions and of the agenda of the National Congress to all Provincial Committees not less than thirty (30) days prior to the National Congress.
- (6) The President or in his absence the Vice-President or in the latter's absence an Acting President appointed in terms of this Constitution, shall preside over the proceedings at the National Congress. The President or the presiding person shall have a casting vote only.
- (7) National Executive Committee members from each Provincial Committee shall be present at the National Congress; thereafter it shall be in the discretion of the National Executive Committee to invite additional members from their respective Provincial Committees to the National Conference giving due regard to the membership in the respective area.
- (8) The business of the National Congress primarily may include but shall not be limited to:
 - (a) The ratification of the inaugural members of the National Executive Committee.
 - (b) The consideration of reports by the President, General Secretary and any other special reports;
 - (c) The formulation of policy;
 - (d) The discussion of matters as per the agenda;
- (9) The President shall convene a special National Congress whenever the National Executive Committee requisitions one, or whenever at least three (3) Provincial Committees request so in writing.
- (10) Should reasons for urgency be given in the notice the President may authorise the calling of a special National Congress at short notice being not less than fourteen (14) days. Provincial Committees shall be notified by the General Secretary of the convocation and agenda of a special National Congress as soon as possible and by the best practical means.

- (11) The quorum at the National Congress shall be at least one half ($\frac{1}{2}$) of the Provincial Committee delegates elected to represent the union's members at the National Congress.

2 NATIONAL EXECUTIVE COMMITTEE

- (1) The administration and control of the affairs of the Union shall, subject to Part III Clause 3 (7) or any other provision otherwise prescribed in this Constitution, be vested in a National Executive Committee consisting of eleven representatives as follows:
- (a) Two members, of whom one shall be the President and the other the Vice-President.
 - (b) Nine members who shall be resident in the Provinces of Gauteng, Mpumulanga, North West, Limpopo, Free State, Northern Cape, Western Cape, Eastern Cape and Kwa-Zulu Natal apportioned into the following areas:
 - (i) One member who shall be resident within the Province of **Gauteng**. For the purposes hereof the province of Gauteng shall mean the geographical area of Gauteng.
 - (ii) One member who shall be resident within the Province of **Mpumulanga**. For the purposes hereof the province of Mpumulanga shall mean the geographical area of Mpumulanga but shall include the magisterial districts of Heidelberg, Delmas, Springs and Brakpan.
 - (iii) One member who shall be resident within the **North West** Province. For the purposes hereof the province of North West shall mean the geographical area of North West but shall include the magisterial districts of Western Area, Carletonville, Oberholzer, Krugersdorp, Randfontein and Roodepoort.
 - (iv) One member who shall be resident within **Limpopo**. For the purposes hereof the Limpopo province shall mean the geographical area of the Limpopo province but shall include the magisterial district of Tswane.

- (v) One member who shall be resident within the Province of the **Free State**. For the purposes hereof the Free State province shall mean the geographical area of the Free State Province but shall include the magisterial districts of Vanderbijlpark and Vereeniging.
 - (vi) One member who shall be resident within the Province of the **Northern Cape**. For the purposes hereof the Northern Cape shall mean the geographical area of the Northern Cape.
 - (vii) One member who shall be resident within the Province of the **Western Cape**. For the purposes hereof the Western Cape shall mean the geographical area of the Western Cape.
 - (viii) One member who shall be resident within the Province of the **Eastern Cape**. For the purposes hereof the Eastern Cape shall mean the geographical area of the Eastern Cape.
 - (ix) One member who shall be resident within the Province of **Kwa-Zulu Natal**. For the purposes hereof Kwa-Zulu Natal shall mean the geographical area of Kwa-Zulu Natal but shall include the magisterial district of Kokstad.
- (c) (i) The geographical limits of each area defined in Part III Clause 2 (1) (b) hereof may be determined by the National Executive Council from time to time having due regard to the distribution of membership in the respective areas.
 - (ii) In addition to the number of delegates provided for in Part III Clause 2 (1) (b) hereof the National Executive Committee may from time to time allow additional representatives from each of the designated areas having due regard to the membership in the respective areas. The provisions of Part III Clause 2 (1) (c) (iv) shall mutatis mutandis apply.
 - (iii) In addition to the number of delegates provided for in Part III Clause 2 (1) (b) hereof the National Executive Committee may from time to time allow additional representatives from each of the

representative sectors having due regard to the membership in the respective sector. The provisions of Part III Clause 2 (1) (c) (iv) shall mutatis mutandis apply.

- (iv) The President and Vice-President shall be elected in terms of Sub-Clause 3 hereof and shall be resident within a radius of 160 km. of the Head Office of the Union.
- (v) The President, Vice President and the other members of the National Executive Committee shall, subject to the provisions of Sub- Clause 4 hereof and Part IV Clause 3, hold office for three years or until their successors are elected as soon as practicable, but not more than nine months thereafter and they shall be eligible for re-election upon the termination of their period of office.

(2) Nominations

- (a)(i) Nominations in respect of the members of the National Executive Committee to be elected in terms of Part III Clause 2 (1) shall be submitted in writing to the General Secretary by any Provincial Committee established in the Provinces of Gauteng, Mpumulanga, North West, Limpopo, Free State, Northern Cape, Western Cape, Eastern Cape and Kwa-Zulu Natal in respect of nominees resident in each such designated area. Each Provincial Committee in the designated areas shall at the same time, when nominations are called for, be advised of the designated area in which it is situated.
- (b) The closing date for nominations for the National Executive Committee shall be as determined by the National Executive Committee at the final ordinary meeting of the Committee prior to the expiry of the Committee's term of office.
- (b) All nominees shall be in good standing in terms of this Constitution and, in addition to any other qualifications prescribed elsewhere in the Constitution, candidates for election as a member of the National Executive Committee shall:
 - (i) Have had five years consecutive membership of the Union immediately prior to the closing date of nominations, and

- (ii) Have served at least twelve months as an Office-bearer of the Union.
- (c) In the event of the number of nominees equalling the number of appointments to be made, or being less than such number but not less than half of such number in each respective group provided for in Part III Clause 2 (1) (b), such nominees shall be declared elected without a ballot taking place and notwithstanding anything to the contrary herein contained, the National Executive Committee thus constituted shall be deemed to be properly constituted for the purpose of fulfilling its function in terms of the Constitution notwithstanding the fact that its membership may not be up to its full complement.
- (d) Nominations shall be submitted to the General Secretary in writing together with a written intimation from the candidate as a pre-requisite to nomination that he is prepared to stand for election.

(3) Elections

- (a)(i) The President and Vice-President for the succeeding term of office of the National Executive Committee shall be elected by ballot from among the members of the National Executive Committee at the final Ordinary Meeting of the Committee's term of office and shall be confined to a choice of candidates from the members of the National Executive Committee presently in office subject to the residential qualifications stipulated in Part III Clause 2 (1) (c) (ii).
- (ii) In the case of the election of the President, the candidate receiving the greater number of votes than the remainder of the candidates, combined shall be declared elected. If no candidate has such a majority, the two candidates who had received the highest number of votes shall thereupon stand for a second election by ballot and the successful candidate in such second election shall be declared elected. In the event of a tie, the provisions of Part III Clause 2 (9) (d) shall apply.
- (b)(i) The members of the National Executive Committee provided for in Part III Clause 2 (1) (b) shall be elected by the Members of the Union in the areas designated in sub-paragraphs (a), (b) and (c) of the said Clause, voting by ballot in terms of Part VIII and the candidates in each designated area receiving the highest number of votes up to the number to be appointed in each designated areas shall be declared elected.

- (ii) The Members of the National Executive Committee provided for in Part III Clause 2 (1) (b) shall be elected by the members of the Union resident in the area the member is to represent, voting by ballot in terms of Part VIII and the candidate receiving the highest number of votes shall be declared elected as the representative for each area as determined.
- (4) **Resignation, Suspension, Expulsion or Vacation of Office of President, Vice-President, or a Member of the National Executive Committee or Executive Committee**
- (a) The President, Vice-President or any member of the National Executive Committee or Executive Committee shall vacate office in any of the following circumstances:
 - (i) On resignation, suspension, expulsion from or termination of membership of the Union.
 - (ii) On absenting himself without permission from the President from three consecutive meetings of the National Executive Committee or Executive Committee, if a member of such Committee:
 - (iii) On resigning from office by giving written notice to the General Secretary.
 - (iv) On ceasing to be in good standing.
 - (v) On ceasing to reside within a radius of 160 km. of the Union's Head Office, where this is a qualification pertaining to the appointment.
 - (vi) On a decision in terms of Part IV Clause 3 that the member vacates office.
 - (vii) On a decision of the National Executive Committee that the member vacates office on grounds of misconduct or neglect of duty.
 - (b) Vacancies occurring in the office of President or Vice-President shall be filled by way of an election of a new incumbent from among the Members of the National Executive Committee presently in office and the provisions of Part III Clause 2 (3) shall mutatis mutandis apply. A new incumbent shall hold office for the un-expired period of office of the predecessor.

(5) **Meetings of the National Executive Committee**

The National Executive Committee shall ordinarily meet at least once every six (6) months on a date to be fixed by the President. Special meetings of the National Executive Committee shall be called either by the President or General Secretary, whenever deemed advisable by them, or upon a requisition signed by not less than seven (7) members of the National Executive Committee, and in the latter event a meeting shall be called within seven (7) days of the receipt of such requisition.

(6) **Notification of Meetings of the National Executive Committee**

(a) The General Secretary shall notify members of the National Executive Committee in writing at least seven (7) days before the date of such meeting, except that shorter notice may be given in respect of special meetings at the discretion of the President, provided that such notice shall not be less than twenty four (24) hours. To every notice of meeting an agenda shall be attached. All matters for consideration by the National Executive Committee shall be decided on a motion duly seconded and voted upon by those entitled to vote by show of hands except if the meeting decides that voting shall be by ballot.

(b) In the case of special meetings, notice of the business to be transacted may be given by telephone, telegram, fax or e-mail.

(7) **Quorum for Meetings of the National Executive Committee**

A majority of the members of the National Executive Committee shall constitute a quorum. If within thirty minutes of the time fixed for any meeting, a quorum is not present, the meeting shall stand adjourned to a time and date to be fixed by those present and at such adjourned meeting the members present shall form a quorum. Four clear days written notice of such adjourned meeting shall be given to the members who were absent.

(8) **Matters of Emergency**

If between meetings of the National Executive Committee any question arises which is of extreme urgency in the opinion of the President and can be answered by a plain “yes” or “no”, the President may authorise a vote of the members of the Committee to be taken by post. The matter for decision shall be fully communicated to the members who shall be required to return their replies to the General Secretary on the ballot paper per addressed return envelope supplied, within seven (7) days of

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the date of the request for a decision. The General Secretary shall call a meeting of the Management Committee to count all votes in the return envelopes received and the result shall thereupon become implemented.

(9) Voting

- (a) Matters for decision by the National Executive Committee shall require a simple majority decision to be carried. Voting shall be by show of hands except in the case of elections as hereunder stated or if the meeting decides to vote by ballot when the procedure shall be as follows:
- (i) The General Secretary shall prepare ballot papers which shall be blank pieces of paper in the case of decisions other than in respect of the election of representatives of delegates to the bodies in which event the papers shall bear a list of the names of the candidates for election. Each member present shall be furnished with a ballot paper.
 - (ii) The members present shall record their vote on the ballot paper by writing "for" or "against" as the case may be, or in the event of elections in terms of Part VIII shall mark an "X" opposite the names of the candidate or candidates the member decides to vote for. The ballot paper shall thereafter be folded and inserted by the members into a container, which had been inspected at the meeting and sealed immediately prior to the ballot in the presence of the members.
 - (iii) Immediately after the last vote is placed in the container the votes shall be counted by the General Secretary in the presence of the meeting and the result declared by the Chairman.
 - (iv) In the case of elections the candidates receiving the highest number of votes up to the number of appointments required shall be declared elected provided that in the event of a tie resulting in a number of candidates qualifying for a lesser number of appointments, the names of such candidates shall be inserted into the container and the candidates whose names are drawn out first by the General Secretary up to the required number of appointments shall be declared elected.

(10) **Powers of the National Executive Committee**

- (a) The control and administration of the Union's affairs shall vest in the National Executive Committee, subject to the provisions of the Constitution, and in addition to the powers and functions prescribed in the Constitution, the National Executive Committee shall have authority to:
- (i) Appoint from time to time such committees as it may deem fit to advise and report on any matter.
 - (ii) Review decisions of the Provincial Committees, Branch Executive Committees, Branch General Meetings or Sectoral National Committees and to confirm, alter or reverse such decisions after consultation with the Committee concerned.
 - (iii) Institute or defend legal proceedings by or against the Union or individual members;
 - (iv) Invest all or any of the Union funds subject to applicable legislation and further to realise any investment, to alter or vary the terms relating to any such investment and to reinvest the proceeds on realisation of any investment.
 - (v) Establish or close down Provincial Committees, Branches or Sectoral Committees in any area and to define the area of jurisdiction of any Provincial Committee, Branch or Sectoral Committee.
 - (vi) Suspend any member/s of any Committee for action contrary to the terms of this Constitution, or to instructions Constitutionally issued by the National Executive Committee and to take over the management of the affairs of the Committee until another Committee is appointed.
 - (vii) Make bylaws for the management of the Union and the conduct of the members, not inconsistent with the terms of the Constitution, the Labour Relations Act or any other law.
 - (viii) Acquire either by purchase, lease or otherwise, any movable or immovable property on behalf of the Union and to sell, mortgage or otherwise deal with or dispose of any movable or immovable property belonging to the Union.

- (ix) Appoint and decide the remuneration and conditions of employment of the General Secretary, Assistant General Secretary and Officials;
- (x) Authorise the affiliation of the Union to any Federation, or the implementation of the Union to any Federation, or the implementation of mutual co-operation or the participation in ventures of mutual service with other Trade Unions.
- (xi) Authorise such actions, as it may deem advisable for the attainment and fulfilment of the objectives of the Union.
- (xii) Do such other lawful things as in the opinion of the National Executive Committee are in the interests of the Union and not inconsistent with the terms of this Constitution.
- (xiii) Authorise and administer a Congress of members of the Union.
- (xiv) Confer life membership on a member of the Union in recognition of outstanding and meritorious service, or assistance rendered in the promotion of the Union's interest.

2 **EXECUTIVE COMMITTEE**

- (1) The Management of the affairs of the Union shall between meetings of the National Executive Committee and subject to the National Executive Committee's directives and general control vest in an Executive Committee, consisting of the President, Vice-President and four members of the National Executive Committee elected by ballot from amongst the members elected in terms of Part III Clause 2 (1) (b) at the first meeting of each newly elected National Executive Committee on nomination at such meeting. The members of the Executive Committee shall hold office for the same period as they are elected as President, Vice-President, or as a Member of the National Executive Committee in terms of Part III Clause 2 (1) (c) (iii) as the case may be. If any member of the National Executive Committee elected in terms of Part III Clause 2 (1) (a) (b) who is also a member of the Executive Committee is required to vacate his seat on the National Executive Committee or resigns from the National Executive Committee, the vacancy on the Executive

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Committee shall be filled by an appointment in the above manner by the National Executive Committee from amongst the members eligible as defined in this clause.

- (2) The procedures prescribed for a quorum, the calling, conduct and times for meetings of the National Executive Committees shall apply mutatis mutandis to the calling, conduct, quorum and times for Executive Committee meetings.
 - (a) The Executive Committee shall meet at least once in each calendar month or at any other time at the instance of the President, in consultation with the General Secretary or on the receipt by the General Secretary of a written requisition from at least four (4) members of the Committee in which event a meeting shall be called within seven (7) days of receipt of the requisition by the General Secretary.
 - (b) A majority of the members of the Executive Committee shall form a quorum. Should a quorum for a meeting not be present, the procedure prescribed for the adjournment of the meeting and the calling of further meetings of the National Executive Committee in such circumstances, shall apply mutatis mutandis to the adjournment of meetings and calling of further meetings of the Executive Committee.
- (3) In addition to fulfilling such other functions and duties as the National Executive Committee may direct, the Executive Committee shall have power to;
 - (a) Provide legal assistance to members on matters arising from their employment;
 - (b) Supervise and maintain control over the Union's finances and to submit reports thereon to the National Executive Committee;
 - (c) Elect the Union's representatives on any outside bodies except where otherwise provided in this Constitution and, where required, to terminate such representation;
 - (d) Determine the staff requirements of the Union, to engage and dismiss such staff, and to determine the conditions of employment of such staff, which however, shall not include the General Secretary and Assistant General Secretary. The conditions of employment of the latter

shall be in accordance with the directives of the National Executive Committee;

- (e) Make and enforce bylaws relating to procedural administrative and disciplinary matters which are not inconsistent with the provisions of this Constitution, the Labour Relations Act, Act 66 of 1995 as amended or any other law;
- (f) Receive reports from Provincial Committees, Branch Committees, Sectoral Committees and full-time Officials on their activities and to issue such instructions as may be deemed advisable in regard thereto, in accordance with the requirements of the Constitution or the policy of the Union as laid down from time to time by the National Executive Committee;
- (g) Appoint Sub-Committees chosen either apart and/or from its own members to investigate and report on any matter;
- (h) Lodge objections to registrations or proposed registrations in terms of the Labour Relations Act.
- (i) Handle negotiations with Employers and to enter into agreements in settlement thereof, further, to handle all disputes arising out of such negotiations and in the event of a deadlock arising in connection therewith, to determine what alternative course of action shall be pursued provided always that should such dispute involve the area of a provincial delegate as provided for in Part III Clause 2 (1) (b) such provincial delegate shall be co-opted to the Executive Committee for the purpose of resolving the said dispute, and subject also to the provisions of Section 65(2) of the Labour Relations Act, Act 66 of 1995 as amended. Provided that the National Executive Committee shall not delegate its authority to the Executive Committee in respect of any matter or decision which in terms of this Constitution is specifically vested in the National Executive Committee.

3 ESTABLISHMENT, CONTROL AND FUNCTIONING OF BRANCHES

(1) Establishment of Branches

- (a) The membership of the Union shall be divided into branches as the National Executive Committee may authorise from time to time, provided that the National Executive Committee may vary the jurisdiction of any Branch or close down any Branch and transfer its members thus involved in such variation or disestablishment to any such other Branch or Branches to which the jurisdiction or portion of such jurisdiction of the Branch concerned is transferred.
- (b) If the National Executive Committee approves of the establishment of the Branch, the General Secretary shall notify the prospective members concerned and the Executive Committee shall arrange for one of its members, or a nominee who shall be a member of the Union, to attend the inaugural meeting of the Branch. At such inaugural meeting Branch Office Bearers shall be elected by ballot and the provisions of the Constitution relating to the election of Branch Office Bearers shall apply mutatis mutandis to such inaugural elections. The Branch Office Bearers shall hold office until their successors are elected at the first ensuing Annual General Meeting of the Branch, and shall be eligible for re-election thereat.

(2) Control of Branches

- (a) The Executive Committee shall have the right to delegate one or more of its members to investigate the affairs of any Branch at any time without assigning a reason therefore, and such member or members shall have access to all records of the Branch and have power to take them into custody. If the Executive Committee deems it advisable, it may suspend a Branch Committee and take over its functions pending the election of a new committee.
- (b) When a member leaves the area of jurisdiction of any Branch and continues at his employment in the area of another Branch, he shall be entitled to become a member

of the latter Branch upon production of his membership card provided that he is in good standing.

(3) Branch Meetings

- (a) A General Meeting of members of each Branch shall ordinarily be held at least once every six months, on a date to be fixed by the Chairman. Special General Meetings shall be called whenever, in the opinion of the Chairman, it is necessary to do so, in order to deal with business, or if decided by the Branch Executive Committee or upon a requisition signed by not less than 50 % or 20 (whichever is the lesser) of the members of the Branch in good standing. Such special general meeting shall be held within fourteen (14) days of receipt of such requisition or decision of the Branch Executive Committee.
- (b) Notice of every General Meeting showing the business to be transacted thereat shall be advised to members by means of displaying notices at Branch offices and/or Workplaces, not less than four days before the dates of such meetings, provided that in the case of Special General Meetings, shorter notice, but not less than 24 hours may be given by telephone, telegram, fax or e-mail, as may be decided by the Chairman, may be given.
- (c) The Annual General Meeting of each Branch shall be held in the month of June in each year or as soon as practicable, but not more than three months thereafter.
- (d) If the Chairman so decides all motions at a General Meeting shall be reduced to writing and shall be delivered to the presiding officer to be read at the meeting. No motion shall be considered unless seconded.
- (e) All matters forming the subject of motions shall, unless otherwise provided herein, be voted upon by show of hands or by ballot if the meeting so decides, or if a ballot is required in terms of this Constitution and all matters shall be decided by the votes of a majority of those present except in the case of election, when the candidates up to the required number receiving the highest number of votes, shall be declared elected. In the event of two or more candidates qualifying for a lesser number of appointments as a result of equality in votes received, the appointments shall be determined by way of

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Initials:.....
President & General Secretary

placing the names of the tying candidates in a container and the names, thereafter withdrawn up to the required number of appointments shall be declared elected.

- (f) No member shall be allowed to speak for longer than five minutes on any matter unless a majority of those members present agree.

(4) Branch Executive Committees

- (a) Each Branch Executive Committee shall ordinarily meet at least once every month on a date to be fixed by the Chairman. Special meetings of a Branch Executive shall be called by the Chairman whenever he deems it advisable or upon a requisition signed by not less than 50 % of the members of the Committee. Such Special Meeting shall be held within seven (7) days of the receipt of such requisition.
- (b) Members of a Branch Executive shall be notified in writing of the time and place of meetings of the Committee by the Branch Secretary at least four days before the date of such meetings. Shorter notice of not less than 24 hours may be given by telephone, telegram, fax or e-mail in the discretion of the Chairman, in respect of special Meetings. An agenda shall always accompany any notice of a Branch Executive Committee meeting. All matters for consideration by a Branch Executive Committee shall be decided by show of hands by those members present and entitled to vote at such meeting except if the meeting decides that a ballot shall be taken and in such event Part VIII shall mutatis mutandis apply.

(5) Quorum for Meetings of Branches

The quorum for Branch General Meetings shall be not less than five percent (5 %) of the members or twenty (20) of the members of the Branch in good standing and for meetings of the Branch Executive Committee, three (3) members in benefit. If within 15 minutes of the time fixed for any such meeting, a quorum is not present, the meeting shall in the case of the Branch Executive Committee be adjourned for a period of between seven (7) to fourteen (14) days as the members present may decide and in respect of such adjourned meeting notice in terms of Sub-Clause 3 (b) shall be given. At such adjourned meeting the members present shall form a quorum. In the case of a Branch General

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Meeting, it shall be adjourned for such period, as the members shall decide. At such adjourned meeting the members present shall constitute a quorum.

(6) Minutes

- (a) At every General Meeting the minutes of the last preceding General Meeting shall be read by the Branch Secretary, or in his absence, by the presiding officer, and signed by the presiding officer after confirmation. That body shall similarly deal with minutes of meetings of a Branch Executive Committee.
- (b) Copies of minutes of Branch meetings and of meetings of Branch Executive Committees shall be submitted to the Executive Committee within fourteen (14) days of the meeting.
- (c) The proceedings of any meeting shall not be invalidated by reason of the non-receipt by any member of the notice of the meeting.

(7) Branch Office Bearers and Branch Executive Committees

- (a) The Management of the affairs of a Branch between Branch General Meetings shall be vested in a Branch Executive Committee consisting of the Chairman, Vice-Chairman, Secretary and three other members of the Branch who shall, except as provided for in Part III Clause 3 (1) (b) be elected at the Annual General Meeting of that Branch on nomination submitted there at and duly seconded and voted upon by ballot and shall hold office until the next Annual General Meeting and be eligible for re-election on termination of their period of office. The Chairman and Vice-Chairman of the Branch Executive Committee shall ipso facto be Chairman and Vice-Chairman of a Branch.
- (b) Vacancies occurring on a Branch Executive Committee shall be filled by the election of a successor by ballot at the first ensuing General Meeting on nominations submitted thereat. A member appointed to fill a vacancy shall hold office for the un-expired portion of office of his predecessor.

- (c) The provisions of Part III Clause 2 (4) of this Constitution shall, mutatis mutandis apply to members of Branch Committees.

(8) Powers of Branches

- (a) A Branch Executive Committee shall, subject to the overriding control of the Executive Committee, the general control of Branch General Meetings and the provisions of this Constitution, have the power to:
 - (i) Recommend the suspension or expulsion of any member to the Executive Committee.
 - (ii) Appoint from time to time such Sub-Committees as it may deem fit to investigate and report on any matter of domestic concern to the Branch within its area of jurisdiction.
 - (iii) Subject to the provisions of the Constitution to consider and deal with any matter referred to it by the National Executive Committee or Executive Committee.
 - (iv) Consider such matters as referred to it by the National Executive Committee or Executive Committee from time to time which matters the National Executive Committee or Executive Committee regards as matters of common interest to all Branches. Any Branch wishing to deal with any such matter shall submit its proposals to the General Secretary who shall pass them, within fourteen (14) days after receipt to the other Branches for consideration and the decision of the majority of the Branches as to the acceptance or rejection of the said proposals shall be binding on all Branches. Any such proposals must be considered and decided upon by the Branches within sixty (60) days of notification thereof by the General Secretary.

(9) Duties of Branch Office Bearers

- (a) Branch Office Bearers shall, subject to the provisions of paragraph (b) of the Sub-Clause, perform the same duties, mutatis mutandis, in respect of the Branch concerned as are imposed on office bearers of the Union.

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Initials:.....
President & General Secretary

- (b) A Branch Secretary shall be elected from amongst the members of the Branch, on nominations, duly seconded and voted upon by a ballot of members in attendance at the Annual General Meeting of the Branch and shall hold office until the next Annual General Meeting of the Branch and shall be eligible for re-election. He shall, on election, become a member of the Branch Executive Committee, in addition to the members comprising such Committee as provided for in Sub Clause (7) hereof, and shall have full voting powers. In the event of the Branch Secretary vacating his office before the expiry of the period for which he was elected, the Branch Executive Committee may appoint a temporary incumbent to perform the Branch Secretary's duties pending the election of a new incumbent at the next ensuing Branch General Meeting.
- (c) In addition to any other duties imposed by this Constitution, Branch Secretaries shall, with the assistance, as necessary of the full-time Divisional Manager responsible for the area in which the Branch has jurisdiction, receive requisitions for meetings, issue notices of meetings and conduct all correspondence of the Branch, keep originals of letters received and copies of those despatched and placed before a meeting of the Branch Executive Committee, the correspondence which has taken place since the previous meeting, attend all Branch Executive Committee and Branch General Meetings, and record Minutes of the proceedings, and perform such other duties as the Branch Executive Committee or Branch General Meeting may Constitutionally direct.

4 PROVINCIAL AREA COMMITTEES

- (1) Provincial Area Committee members will be elected from the branches in the area designated in terms of Part III Clause 2 (1) (b) and will hold office for a period of twelve (12) months. A member elected to fill a vacancy shall hold office for the un-expired portion of the period of office of his predecessor.
- (2) There will be a minimum of six (6) Provincial Area Committee members of which the Chairperson, Vice-Chairperson and Secretary will form part.

- (3) The Provincial Area Committee shall meet when one or more of the Branches in its area of jurisdiction so requests by way of written notice of not less than 7 days or when instructed to do so by the Executive Committee. Special meetings of the Provincial Area Committee shall be called by the Provincial Area Committee's Chairperson whenever he deems it advisable or upon a requisition signed by not less than four (4) members of the committee, in which event the meeting shall be called within seven (7) days of receipt of the requisition by the Provincial Area Committee's Chairperson.
- (4) Members of the Provincial Area Committee shall be notified in writing of the time and venue of meetings by the Secretary of the Provincial Area Committee at least seven (7) days before the date of such meeting; provided that shorter notice being not less than 24 hours may be given by telephone, telegram, fax or e-mail in the discretion of the Provincial Area Committee's Chairperson be given in respect of special meetings. To every notice of a meeting an agenda shall be attached. Unless otherwise provided herein all matters for consideration by the Provincial Area Committee shall be decided on motions duly seconded and voted upon by show of hands.
- (5) The quorum for meetings of the Provincial Area Committee shall not be less than one half ($\frac{1}{2}$) of its member branches. If within thirty (30) minutes of the time fixed for any meeting a quorum is not present, the meeting shall stand adjourned to the same day in the week following (if that day is a public holiday, then the next succeeding working day) at the same time and venue, and at such adjourned meeting the members present shall form a quorum. Written notice of such adjourned meeting shall be given to members who were absent from the first meeting.
- (6) No motion shall be considered unless seconded. All matters forming the subject of motions shall be voted upon by show of hands (unless otherwise provided) and shall be decided by the votes of the majority of those present.

2 Functions of Provincial Area Committees

The function of the Provincial Area Committee shall be to facilitate communication between Branch Committees in its area of jurisdiction and to consolidate motions, recommendations and nominations and to forward such motions, recommendations and nominations to the Executive Committee.

Such Provincial Area Committee shall only be established in provinces as defined in Part III Clause 2 (1) (b) in the event of the establishment of two or more branches in such province. The establishment of a Provincial Area Committee shall however be subject to approval by the Executive Committee.

13 SECTORAL STRATEGIC AREA COMMITTEES

- (1) Sectoral Strategic Area Committee members will consist of union representatives elected in terms of this Constitution and shall hold office in terms of Part IV (1) (d).
- (2) Sectoral Strategic Area Committees shall be established by resolution of the Executive Committee in each sector where the Association holds significant membership.
- (3) A Sectoral Strategic Area Committee shall have the power to formulate proposals and mandates for the specific sector the Committee was established for. Such proposals and mandates shall be forwarded to the Chairman of the Sectoral Strategic National Committee.
- (4) The Chairman, Vice-Chairman and Secretary shall be elected from amongst the appointed delegates to the Committee.
- (5) The Sectoral Strategic Area Committee shall ordinarily meet at least once every month. Special meetings of the Sectoral Strategic Area Committee shall be called by the Sectoral Strategic Area Committee's Chairperson whenever he deems it advisable or upon a requisition signed by not less than 50% of the members of the committee, in which event the meeting shall be called within seven (7) days of receipt of the requisition by the Sectoral Strategic Area Committee's Chairperson.
- (6) Members of the Sectoral Strategic Area Committee shall be notified in writing of the time and venue of meetings by the Secretary of the Sectoral Strategic Area Committee at least seven (7) days before the date of such meeting; provided that shorter notice being not less than 24 hours, may in the discretion of the Sectoral Strategic Area Committee's Chairperson be given in respect of special meetings. To every notice of a meeting an agenda shall be attached. Unless otherwise provided herein all matters for consideration by the Sectoral Strategic Area Committee shall be decided on motions duly seconded and voted upon by show of hands.

- (7) The quorum for meetings of the Sectoral Strategic Area Committee shall not be less than one half ($\frac{1}{2}$) of its member branches. If within thirty (30) minutes of the time fixed for any meeting a quorum is not present, the meeting shall stand adjourned to the same day in the week following (if that day is a public holiday, then the next succeeding working day) at the same time and venue, and at such adjourned meeting the members present shall form a quorum. Written notice of such adjourned meeting shall be given to members who were absent from the first meeting.
- (8) No motion shall be considered unless seconded. All matters forming the subject of motions shall be voted upon by show of hands (unless otherwise provided) and shall be decided by the votes of the majority of those present.

14 SECTORAL STRATEGIC NATIONAL COMMITTEES

- (1) The Sectoral Strategic National Committee will consist out of the two delegates from each of the Sectoral Strategic Area Committees and shall hold office for a period not exceeding twelve months. A member appointed to fill a vacancy shall hold office for the un-expired portion of the period of office of his predecessor.
- (2) Sectoral Strategic National Committees shall be established by resolution of the Executive Committee in each sector where the Association holds significant membership.
- (3) A Sectoral Strategic National Committee shall have the power to consider proposals received from the Sectoral Strategic Area Committees and to formulate mandates from such proposals. The minutes of each meeting of the Sectoral Strategic National Committees shall be tabled at the next meeting of the Executive Committee for ratification. The responsible official shall then carry out the mandate ratified by the Executive Committee.
- (4) A Chairman, Vice-Chairman and Secretary shall be elected from amongst the nominated delegates to the Committee.
- (5) The Sectoral Strategic National Committee shall ordinarily meet at least twice a year. Special meetings of the Sectoral Strategic National Committee shall be called by the Sectoral Strategic National Committee's Chairperson whenever he deems it advisable or upon a requisition signed by not less than 50% of the members of the committee or 50% of the Sectoral Strategic

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Area Committees, in which event the meeting shall be called within seven (7) days of receipt of the requisition by the Sectoral Strategic National Committee's Chairperson.

- (6) Members of the Sectoral Strategic National Committee shall be notified in writing of the time and venue of meetings by the Secretary of the Sectoral Strategic National Committee at least seven (7) days before the date of such meeting; provided that shorter notice being not less than 24 hours by way of telephone, telegram, fax or e-mail, may in the discretion of the Sectoral Strategic National Committee's Chairperson be given in respect of special meetings. To every notice of a meeting an agenda shall be attached. Unless otherwise provided herein all matters for consideration by the Sectoral Strategic National Committee shall be decided on motions duly seconded and voted upon by show of hands.
- (7) The quorum for meetings of the Sectoral Strategic National Committee shall not be less than one half ($\frac{1}{2}$) of the Sectoral Strategic Area Committees of the particular sector. If within thirty (30) minutes of the time fixed for any meeting a quorum is not present, the meeting shall stand adjourned to the same day in the week following (if that day is a public holiday, then the next succeeding working day) at the same time and venue, and at such adjourned meeting the members present shall form a quorum. Written notice of such adjourned meeting shall be given to members who were absent from the first meeting.
- (7) No motion shall be considered unless seconded. All matters forming the subject of motions shall be voted upon by show of hands (unless otherwise provided) and shall be decided by the votes of the majority of those present.

CONDUCT OF BUSINESS

Any meeting where the business of the Union is discussed shall be subject to such bylaws as may be applicable from time to time.



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Initials:.....
President & General Secretary

PART IV

OFFICE BEARERS

1 OFFICE BEARERS

The duties of Office Bearers shall be:

(a) PRESIDENT

The President shall preside at all meetings at which he is present, enforce observance of the Constitution of the Union, sign minutes of meetings after confirmation, generally exercise supervision over the affairs of the Union, and perform such other duties as by usage and custom pertain to the office. He shall not have a deliberative vote and shall, in the event of equality of voting, have a casting vote only.

(b) VICE-PRESIDENT

The Vice-President shall exercise the powers and perform the duties of the President in the absence of the latter.

(c) ACTING PRESIDENT

In the event of both the President and vice-president being unable, either temporarily or permanently, to perform their duties, the National Executive Committee shall appoint a member of the National Executive Committee to act as President who shall hold office until the President or vice-president is able to resume his duties, or in the event of the President or vice-president being permanently unable to perform their duties, until a new President or vice-president has been elected in accordance with the provisions of Part III Clause 2 (3). Any member appointed to the position of Acting President shall comply with the residential qualifications for the President as provided for in Part III Clause 2 (1) (c) (iv).

(d) **TREASURE**

The Treasurer serves as the financial custodian and ensures the union's resources are managed with transparency, accountability, and integrity. This role involves maintaining accurate records of all financial transactions, overseeing the collection of membership dues, and managing union bank accounts. The Treasurer prepares regular financial reports for the Executive Committee and members, ensures compliance with legal and regulatory frameworks, and coordinates independent audits. Additionally, the Treasurer helps develop annual budgets in alignment with the union's strategic objectives, monitors expenditures to prevent misuse of funds, and safeguards the union's financial sustainability to support effective advocacy, operations, and member services.

(e) **UNION REPRESENTATIVES**

- (1) Where two or more members are employed in the same place of employment, said members shall under the direction of the Official elect by ballot one of their number, who shall be in good financial standing with the Union, to be their Union Representative. When a member has been duly elected as a Union Representative he shall as soon as possible thereafter notify the nearest Official and the General Secretary giving his name, place of employment and postal address. Where there is only one member employed he shall be recognised as a Union Representative for that workplace or whatever may be his place of employment. Whenever a vacancy occurs in the case of a Union Representative the members concerned shall elect a new incumbent by ballot as soon as possible. The General Secretary or the Official shall issue recognition cards to every duly elected Union Representative.
- (2) Where the members employed in any workplace fail to appoint a Union Representative or disagree on the appointment, the Official in consultation with the members concerned, shall have power to make the appointment.
- (3) The duties of a Union Representative shall be to represent the Union in all matters in the workplace where he is employed.
- (4) The Union Representative shall endeavour to enrol all eligible employees in his workplace.
- (5) A Union Representative shall report to the Official if any employee is employed below the standard rate of wages or who is made to work a greater number of hours than is laid down for

his particular workplace. He shall be accountable to the Official for the carrying out of all resolutions and instructions of the Union insofar as his workplace is concerned.

- (6) Any Union Representative who may be victimised for carrying out his duties as such shall immediately report the matter to the Official who shall immediately advise the General Secretary who will take the necessary steps to give the Union Representative protection.
- (8) In the event of a Union Representative failing to carry out the policy of the Union or in any way acting detrimentally to the interests of the Union, the General Secretary shall have the power to remove the said Union Representative from office. The provisions of Part IV Clause 3 (2) shall mutatis mutandis apply.

2 OFFICE BEARERS (Code of Conduct)

- (1) An Office Bearer must act honestly, in good faith and in the best interest of the Union as a whole.
- (2) An Office Bearer has a duty to use due care and diligence in fulfilling the functions of his office and exercising the powers attached to that office.
- (3) An Office Bearer must use the power of his office for a proper purpose, for the best interest of the Union as a whole.
- (4) An Office Bearer must realise that his primary responsibility is to the members of the Union, but should, where appropriate have regard for the interest of all the stakeholders in the Union.
- (5) An Office Bearer must not make improper use of information acquired as an Office Bearer.
- (6) An Office Bearer must not take improper advantage of his position of Office Bearer.
- (7) An Office Bearer must not allow personal interests, or the interests of any associated person, to conflict with the interest of the Union.
- (8) An Office Bearer has an obligation to be independent in judgement and actions and to take all reasonable steps to be satisfied as to the soundness of all decisions taken by the members of the Committee.

- (9) Confidential information received by an Office Bearer in the course of the exercise of his directorial duties remains the property of the Union from which it was obtained and it would be improper to disclose it, or allow it to be disclosed, unless that disclosure had been authorised by the Union, or the person from whom the information is provided, or is required by law;
- (10) An Office Bearer should not engage in conduct likely to bring discredit to the Union.
- (11) An Office Bearer has an obligation, at all times, to comply with the spirit, as well as the letter, of the law and with the principles of this Code.
- (12) No paid official, employee, service provider or employee of any service provider to the union, shall be eligible for election to any office.

3 REMOVAL AND REINSTATEMENT OF OFFICE BEARERS

- (1) An Office Bearer or any appointed representative of the Union may be removed from office if he:
 - (a) Infringes any of the provisions of this Constitution;
 - (b) Act in any manner that is detrimental to the interest of the Union and its members.

All disciplinary action against an Office Bearer of the Union shall be done in accordance with the Disciplinary Code and Procedure of the Union and in terms of the Labour Relations Act, act 66 of 1995 as amended.

(2) *Appeal Procedures*

Should an Office Bearer or any appointed representative of the Union be removed from office, he shall have the right to appeal against the removal, within five working days. The President of the Union shall consider the appeal in respect of a Union Representative or member of a Branch Committee, Branch Executive Committee, Provincial Area Committee, Sectoral Strategic Area Committee and Sectoral Strategic National Committee.

In the event of an appeal lodged by the President, Vice President or a member of the National Executive Committee or the Executive Committee, a sub-committee appointed by the National Executive Committee shall hear the appeal.

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Initials:.....
President & General Secretary

PART V

OFFICIALS

1 OFFICIALS

The duties of Officials shall be:

- (1) General Secretary (Chief Executive Officer)
 - (a) The General Secretary shall as Chief Executive Officer keep such books of account as may be prescribed by the National Executive Committee in compliance with Section 98 of the Labour Relation Act, receive requisitions for meetings of the National Executive Committee or Executive Committee, issue notices of meetings, conduct all Head Office correspondence of the Union, keep all originals of letters received and copies of those despatched and at each meeting of the National Executive Council and Executive Committee table correspondence which has taken place since the previous meeting, attend all National Executive Committee and Executive Committee meetings and record minutes of the proceedings, keep the register of members of the Union in compliance with Section 99(a) of the Labour Relations Act; issue official receipts of all monies received, maintain proper accounts and procure audited balance sheets and statements of income and expenditure in compliance with Section 98 of the Labour Relations Act, together with the Auditor's report, thereon, and perform such other duties as are imposed by this Constitution, usage and custom or as the National Executive Committee or Executive Committee may direct.
 - (b) The General Secretary shall enforce observation of the Constitution and by-laws and shall direct all activities conducted by the Union including but not limited to matters concerning staff and officials.

(5) Assistant General Secretary

The Assistant General Secretary shall assist the General Secretary and perform such duties as directed by the General Secretary. In the event of the General Secretary being unable,

temporarily, to perform his duties, the Assistant General Secretary will act as General Secretary.

(6) Divisional Manager

- (a) A Divisional Manager shall report to the Assistant General Secretary.
- (b) A Divisional Manager will be responsible for the management of the day-to-day activities of all the Officials, Junior Officials, Learner Officials and Recruiters in his area of responsibility.
- (c) A Divisional Manager shall attend all Area Committee Meetings and Sectoral Strategic Committee Meetings in his area of responsibility and assist where necessary. He will see to the organising of the area of his responsibility generally.
- (d) A Divisional Manager shall consider the merits of all disputes declared in his area of responsibility and shall recommend a cause of action in respect of all disputes to the Assistant General Secretary.
- (e) A Divisional Manager shall submit a monthly management report or as often as required, in a prescribed format to the Assistant General Secretary of all the activities in his area of responsibility.
- (a) A Divisional Manager shall keep proper records of all monies received and submit same to the General Secretary each month for examination.
- (g) A Divisional Manager shall prepare for approval by the Executive Committee a budget for an upcoming financial year. Such a budget should be submitted to the General Secretary three months prior to the end of a financial year-end for approval.
- (h) A Divisional Manager shall be required to manage the affairs of his Division unit in terms of the approved budget and to report on it monthly.
- (i) A Divisional Manager shall be responsible to carry out operations in his area of responsibility in terms of a pre-approved budget and in terms of the Constitution, any bylaws, general rules and customs of the Union.

- (j) A Divisional Manager shall perform any other duties as directed by the Assistant Secretary.

(7) **Sectoral Coordinator**

- (a) Sectoral Coordinators shall be appointed in each sector where the Union represents sufficient membership to warrant the appointment of such a person.
- (b) A Sectoral Coordinator shall be responsible to serve on the Bargaining Council, SETA and all other relevant structures established within the sector for which the Sectoral Coordinator is appointed.
- (c) A Sectoral Coordinator shall be responsible to liaise with, and coordinate the affairs and activities of all the Sectoral Strategic Area Committees in the sector he is responsible for and to facilitate and coordinate the affairs of the Sectoral Strategic National Committee under his jurisdiction.
- (d) A Sectoral Coordinator shall attend all the meetings of the Sectoral Strategic National Committee he is responsible for and assist the Committee to formulate proposals and mandates.
- (c) A Sectoral Coordinator shall submit a monthly report to the Assistant General Secretary of all his activities, minutes of all Sectoral Strategic Area Committee meetings, Sectoral Strategic National Committee meetings and formulated mandates.
- (d) A Sectoral Coordinator shall perform any other duties as directed by the Assistant Secretary.

(8) **Officials**

- (a) The Officials shall visit Branches of the Union, assist Branch Secretaries, where necessary, and see to the organising of Branches generally, and endeavour to enrol all employees who are eligible for membership.
- (b) Investigate disputes and complaints and submit reports thereon to the Divisional Manager.
- (c) Each Official shall submit a monthly report or as often as required to the Divisional Manager of all his activities in a

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prescribed format, keep proper records of all monies received and submit same to the Divisional Manager each month for examination.

- (d) The Officials shall perform any other duties as directed by the Divisional Manager.

(9) **Junior Officials**

- (a) The Junior Official shall visit Branches in his area of responsibility and endeavour to enrol all employees who are eligible for membership.
- (b) Investigate disputes and complaints and submit reports thereon to his Divisional Manager.
- (c) Each Junior Official shall submit a monthly report or as often as required in a prescribed format to his Divisional Manager of all his activities, keep proper records of all monies received and submit same to the Divisional Manager each month for examination.
- (d) The Junior Officials shall perform any other duties as directed by his Divisional Manager.

(10) **Learner Official**

- (a) The Learner Officials shall visit Branches in his area of responsibility, and endeavour to enrol all employees who are eligible for membership.
- (b) Investigate complaints and submit reports thereon to the Divisional Manager.
- (c) Each Learner Official shall submit a monthly report or as often as required in a prescribed format to the Divisional Manager of all his activities, keep proper records of all monies received and submit same to the Divisional Manager each month for examination.
- (d) The Learner Official shall perform any other duties as directed by the Divisional Manager.

(10) **Recruiting Consultant**

- (a) A Recruiting Consultant shall endeavour to enrol all employees who are eligible for membership.

- (b) A Recruiting Consultant shall submit a weekly report in a prescribed format on all his activities to the Divisional Manager he is allocated to.
- (c) A Recruiting Consultant shall submit the application forms of all the members enrolled by him to his Divisional Manager daily.
- (d) A Recruiting Consultant shall perform any other duties as directed by his Divisional Manager.

12 **General**

- (1) The General Secretary and the Assistant General Secretary may take part in debate at meetings of the National Executive Committee or Executive Committee but none of the Paid Officials may be members of the National Executive Committee or Executive Committee or have the right to vote at such meetings.
- (2) The age limit for the retirement of all Paid Officials and employees of the Union shall be 65 years of age, after which their continued employment shall be at the discretion of the Executive Committee.
- (3) All Officials and employees of the union shall be members in good standing.

(13) ***Termination and Suspension of the Services of Full-time Officials***

Suspension and termination of the services of the General Secretary, Assistant General Secretary or other full-time officials shall be in strict accordance with the Basic Conditions of Employment Act, the Labour Relations Act and the Disciplinary Code and Procedures of the Union.

2 **OFFICIALS (Code of Conduct)**

- (1) An Official must act honestly, in good faith and in the best interest of the Union as a whole.
- (2) An Official has a duty to use due care and diligence in fulfilling the functions of his office and exercising the powers attached to that office.

- (3) An Officials must use the power of his office for a proper purpose and for the best interest of the Union as a whole.
- (4) An Official must realise that his primary responsibility is to the members of the Union, but should, where appropriate have regard for the interest of all the stakeholders in the Union.
- (5) An Officials must not make improper use of information acquired as an Official.
- (6) An Official must not take improper advantage of the position of Official.
- (7) An Official must not allow personal interests, or the interests of any associated person, to conflict with the interest of the Union.
- (8) An Official has an obligation to be independent in judgement and actions and to take all reasonable steps to be satisfies as to the soundness of all decisions taken by him.
- (9) Confidential information received by an Official in the course of the exercise of his duties remains the property of the Union from which it was obtained and it would be improper to disclose it, or allow it to be disclosed, unless that disclosure had been authorised by the Union, or the person from whom the information is provided, or is required by law.
- (10) A Committee member should not engage in conduct likely to bring discredit to the Association.
- (11) A Committee member has an obligation, at all times, to comply with the spirit, as well as the letter, of the law and with the principles of this Code.



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PART VI

FINANCE & ADMINISTRATION

1 FINANCE

(1) *Head Office*

- (a) The funds of the Union shall be applied to the payment of expenses, the acquisition of property and for the objectives specified in Part I Clause 6.
- (b) The funds received by the Treasury on behalf of the Union shall be deposited to its credit within seven days of receipt at a bank decided upon by the Executive Committee.
- (c) Payments of expenditure shall require the prior approval of the Executive Committee, and shall be made by cheque signed by the President or, in his absence, the Vice-President, Treasury and the General Secretary except when payment may be made from petty cash.
- (d) Funds required for a petty cash account, which shall be kept in such form as the Executive Committee may from time to time determine, shall be provided by the drawing of a cheque signed by the President, or in his absence, the Vice-President, Treasury and the General Secretary.
- (e) The financial year-end of the Union shall be on the 31st of December each year.

(2) *Branches*

- (a) The General Secretary shall collect subscriptions, and levies.
- (b) Remittances to the General Secretary shall be accompanied by a list showing the names of members from whom collected and the amount paid by each such member.
- (c) Branches do not have the authority to incur any cost or to enter into any contractual arrangement of any kind on behalf of the Union.

- (d) A branch shall be entitled to request from the Executive committee the expenditure of funds in respect of the general organising of the particular branch.

(3) **General**

(a) THE UNION SHALL:

- (i) Maintain a register of members showing their names, the membership fees (if any) paid by each member, the periods to which those payments relate, and such other details as are prescribed by the Labour Relations Act;
- (ii) Keep proper books of account as prescribed by the Labour Relations Act;
- (iii) Prepare at least once a year a statement of Income and Expenditure during its last preceding financial year and a balance sheet showing its financial position at the end of that financial year;
- (iv) Cause its books of account to be audited at least once a year by public accountant, as required by the Labour Relations Act.
- (v) Submit the statement of Income and Expenditure and Balance Sheet referred to in Sub-Paragraph (iii) to the Annual General Meeting of the National Executive Committee for noting and adoption.

(b) The Public Accountant shall furnish the Union with a report stating whether:

- (e) he has satisfied himself of the examined the books of account and records of the Union;
- (ii) proper books of account have been kept;
- (iii) he has obtained all the information and explanations required;
- (iv) in his opinion, the statement of income and expenditure and the balance sheet audited by him have been properly drawn up so as to exhibit a true and correct reflection of the state of affairs of the Union according to the best of his knowledge and according to explanations given to him

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and as shown by the books of the Union as at the date of the balance sheet.

- (v) in his opinion, the provisions of the Constitution of the Union in so far they relate to financial affairs have been complied with.
- (c) The National Executive Committee may, at any time, with a view to securing funds for any particular purpose, impose a levy not exceeding in any one year in aggregate the amount of a member's subscription fees for a period of twelve months provided that the Branches shall have been notified of the National Executive Committee's intention to impose such a levy, and if two or more Branches signify their objection thereto, the General Secretary, within thirty (30) days of such notification the levy shall be subject to approval by a ballot of the membership;
- (d) A member who resigns or is expelled or excluded from membership shall have no claims on the funds of the Union.



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PART VII

BARGAINING COUNCILS

The decision to become a party to Bargaining Council and all related decisions in connection therewith, including the election and removal of representatives thereon, shall rest in the Executive Committee.

- (1) Representatives on Bargaining Councils shall not have power to enter into Agreements on behalf of the Union unless the Executive Committee acting in accordance with specific mandates as may be issued from time to time by the National Executive Committee, has considered such proposed Agreement, and has given the representatives concerned authority to enter into such Agreement on behalf of the Union. The Executive Committee, when considering such proposed Agreement, may if it so decides, conduct a ballot of membership who will be directly affected by the terms and conditions of such Agreement before arriving at a decision as to the acceptance of the Agreement or otherwise, and nothing provided in this Constitution shall be construed to prevent the Executive Committee calling for a ballot of the membership or specific sections of the membership to determine procedures and conditions relating to the negotiation of settlements. Agreements or incidental matters in advance and in anticipation of such eventualities occurring.

PART VIII

BALLOT

In addition to those matters in respect of which the taking of a ballot of members of the whole Union is compulsory in terms of this Constitution, a ballot on any question shall be taken if the National Executive Council so decides, and shall also be taken:

- (a) If demanded by not less than one third of the total number of Branches;
 - (b) On any proposal to declare or take part in any strike.
- (2) A Ballot shall be conducted in the following manner:
- (a) Notice of a ballot shall be given by the Branch or General Secretary at least three days before the ballot is to be taken at the General Meeting of members. Notice shall either be by way of personal notice to each member or by way of notification on notice boards to which the members have access.
 - (b) Two scrutinisers shall be appointed by each Branch Committee or General Meeting to supervise any ballot and to ascertain the result thereof.
 - (c) Except in the case of postal ballots, ballots shall be conducted at the various Branch meetings of the Union or at such other places as may be specified in the notice referred to in paragraph (a) of this sub-section on the date and during the hours specified in said notice.
 - (d) The General Secretary shall supply ballot papers to Branch Secretaries. One ballot paper shall be issued on demand at the place and during the hours fixed for the taking of the ballot to each member who is entitled to vote.
 - (e) Each member entitled to vote shall, in the presence of the scrutinisers, be issued with a ballot paper, which he shall complete immediately, fold and deposit in a container provided for the purpose. The container or ballot box shall be inspected by the scrutinisers and sealed by the Branch Secretary in their presence. The method of recording the vote shall be fully explained by the scrutinisers. The issue to be voted upon shall be set forth clearly on the ballot papers and such papers shall

not contain any information by means of which it will be possible to identify the voter.

- (f) Ballot papers shall not be signed or marked in any way, apart from the mark required to be made by a member in recording is vote. Papers bearing any other marks shall be regarded as spoilt and shall not be counted.
 - (g) On completion of a ballot, or as soon as possible thereafter, the result thereof in respect of each Branch shall be ascertained by the scrutinisers appointed for such Branch in the presence of the Branch Secretary and at least two members of the Branch Committee, and made known to the Branch, which shall be immediately forwarded to the General Secretary under registered cover, by the Branch Secretary and shall be clearly marked Ballot. The envelopes shall remain sealed and unopened until such time and place as the Executive Committee determines.
 - (h) Ballot papers, including spoilt papers, shall be placed in a sealed box after they have been counted and shall be retained by the General Secretary for a period of not less than three years.
- (3) The National Executive Council shall be bound to take action according to the decision of a majority of the members voting in a ballot except:
- (a) In the case of elections when the candidates receiving the highest number of votes, up to the required number appointments, shall be declared elected and in the event of two or more candidates tying for a lesser number of appointments their election shall be decided by placing the names of the candidates in a container and the names of the candidates withdrawn there from up to the required number of appointments shall be declared elected.
 - (b) As provided for in Part IX.
 - (c) As provided for in Section 65(2)(b) of the Labour Relations Act.
- (4) The National Council may confine a ballot to the members of a particular Branch, Branches or Sectors in respect of matters, affecting the members of such Branch, Branches or Sectors only, and may, on an application of not less than 15 % of the members of any Branch or Sectoral Strategic Committee, authorise the taking of a ballot in respect of such Branch or Sector. Ballot of members of a particular Branch or Sector shall be conducted mutatis mutandis, in the same way as ballots of the total membership of the Union.

- (5) No ballot involving the declaration of or participation in a strike shall be taken until the matter-giving occasion therefore has been dealt with as provided in the Labour Relations Act. If the majority of the members however voted in favour of strike action and after all alternative provisions have been exhausted strike action shall be called for. However no member wishing not to participate in any strike action shall be disciplined, intimidated, forced, victimised or interfered with in any way.



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PART IX

WINDING UP

1. The Union shall be wound up if at a ballot conducted in the manner prescribed in the Constitution not less than three-quarters of the total of members in good standing vote in favour of a resolution that the Union be wound up, or subject to the provisions of Section 103 of the Labour Relations Act, if for any reason the Union is unable to continue to function.
2. If a resolution for the winding up of the Union has been passed as provided in Sub-Clause (1) or, if for any reason, the Union is unable to continue to function the following provisions shall apply:
 - (a) The last appointed President of the Union or, if he is not available, the available members of the last appointed National Executive Committee of the Union, shall forthwith apply to the Registrar of the Labour Court for an order giving effect to the resolution taken and will transmit to the Registrar of Labour Relations appointed in terms of the Labour Relations Act, a statement signed by him or them setting forth the resolution adopted or the reasons for the Union's inability to continue to function, as the case may be, and the available members of the Union's last appointed National Executive Committee shall appoint a Liquidator to carry out the winding up. The Liquidator shall not be a member of the Union, and shall be paid such fees as may be agreed upon between him and the said members of the Union's last appointed National Executive Committee. Should the parties fail to agree upon the fees to be paid, the Registrar shall fix the basis on which the Liquidator shall be paid.
 - (b) The Liquidator so appointed shall call upon the last appointed office bearers of the Union to deliver him the Union's assets and liabilities together with the register of members showing for the twelve months prior to the date on which the resolution for winding up was passed or the date as from which the Union was unable to continue to function, as the case may be, herein after referred to as the date of dissolution, the subscriptions paid by each member and his address as at the said date.

The Liquidator shall also call upon the said office bearers to hand over to him all unexpended funds of the Union and to

deliver to him the Union's assets and the documents necessary in order to liquidate the assets.

- (c) The Liquidator shall take the necessary steps to liquidate the debts of the Union from its unexpended funds and any other monies realised from the assets of the Union, and if the said funds and monies are insufficient to pay all the creditors after the Liquidators fees and expense of winding up have been met, the order in which the creditors shall be paid shall, subject to the provisions of paragraph (d) be the same as that prescribed in any law at the time being in force relating to the distribution of the assets of an insolvent estate and the Liquidator fees and the expense of winding up shall rank in order of preference as though he were a Liquidator of an insolvent estate and as though the expenses were the costs of sequestration of an insolvent estate.

After payment of all debts in accordance with Paragraph (c) the remaining funds, if any, shall be distributed by the Liquidator amongst the members of the Union who were in good standing as at the date of dissolution and each member shall be awarded a share in proportion to the subscriptions actually paid by him in respect of the twelve months immediately preceding the said date. Any assets which cannot be disposed of in terms of the Constitution, the Liquidator must realise and pay the proceeds to the *Commission* for its own use.

- (d) The liability of members shall for the purpose of this section be limited to the amount of subscriptions due by them to the Union in terms of this Constitution as at the date of dissolution



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PART X

AMENDMENTS

Any of the provisions of this Constitution may be repealed or amended, or added to in any manner by the National Executive Committee provided that, at least five (5) weeks notice of any proposed alteration shall first have been given to the Branches for comment, and if during that period three or more Branches call for a ballot on the matter, a ballot shall be taken and in such event no amendments shall be submitted to the Registrar of Labour Relations for approval until they are accepted by ballot. No amendments or additions shall have any force of effect until certified in terms of the Labour Relations Act.



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PART XI

GENERAL

Whenever this Constitution is silent on any matter, incidental or complementary procedures relating to the Union's functions or decisions in terms of the Constitution, such procedures shall be determined by majority vote of the meeting concerned, provided that no procedure so determined shall be valid if it nullifies or overrides any specific requirement which is entrenched in the Constitution.

Any decision made as a result of such determination shall be subject to ratification by the National Executive Committee.



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PART XII

INAUGURATION

The provisions of this Constitution shall become operative as from the date of their approval in terms of the Labour Relations Act, Act 66 of 1995 as amended by the Registrar of Labour Relations, provided that Branches established in terms of the Union's previous Constitution shall be deemed to have been established in terms of this Constitution and the present Branch Office Bearers and Officials shall remain in office until the expiry of the period of office of the present National Executive Committee elected in terms of the Union's existing Constitution, and in the interim the said National Executive Committee shall be deemed to be the National Executive Committee as herein provided and pending the elections of the first Executive Committee in terms of this Constitution, the said National Executive Committee shall also act as such first Executive Committee.



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PART XIII

SIGNATORIES

SIGNED ON THIS _____ DAY OF _____ 2025

AT WARDEN.

General Secretary

Vice-Secretary

President

Vice-President

Treasure

Member