

**CONSTITUTION OF UNION CARBIDE NATIONAL EMPLOYEES UNION**

**No.1, 'A' Block, Slum Clearance Board, Seniamman Koil,  
Tondiarpet, Madras-600 081.**

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- 1. The name of the union will be Union Carbide National Employees Union herein after referred to as the units.**
- 2. The Headquarters of the Union shall be at No.1, 'A' Block, Slum Clearance Board, Seniamman Koil, Tondiarpet, Madras - 600 081.**
- 3. The objects of the Union shall be:**
  - (a) To safeguard and promote the status, prospects and interest of its members and to foster a spirit of co-operation, mutual trust and fellowship among the members;**
  - (b) To promote a feeling of mutual trust and goodwill between the Engineering the employers and its employees;**
  - (b) To establish just industrial relationship;**
  - (d) To secure redressal of grievances, by means of negotiation and conciliation and failing thereby arbitration or adjudication or by strike;**
  - (e) To make necessary arrangements for the efficient conduct and satisfactory and speedy conclusion to strike or Satyagraha;**
  - (f) To develop a sense of responsibility towards Industry and the community and raise the standard of efficiency and discipline;**
  - (g) To secure increasing association of the Employees in the administration of the Establishment and their full participation in the control;**
  - (h) To provide relief to members against sickness, old age unemployment and death;**
  - (i) To promote the civic and political interest of members and**
  - (j) To co-operate and federate with organisations of workers having similar objects;**
  - (k) To render help to the members by constitutional methods;**
  - (l) To secure to them conditions of life and work;**
  - (m) To endeavour to redress their grievances;**
  - (n) To endeavour to settle disputes between the members and their employers;**

(Contd.....2.)

(c) To establish a workers' Education Department, to train the members and workers in Labour Relations, Trade Unionism productivity and connected matters with labour, with the aid of the Central Board of Workers' Education and similar institutions.

4. MEMBERSHIP :

(a) Any workman who is employee in the Union Carbide establishment in India and who is not below the age of 18 years shall be eligible to become an ordinary Member of the Union provided he submits a written application to the Union in the form appended seeking admission and agreeing to abide by the rules and bye-laws that may be made by the Union from time to time.

(b) Persons not actually employed in the Industry with which the Union is connected may be admitted as honorary members of the Union for the purpose of serving in the executive of the Union. The members of such honorary capacity shall not be more than half the number of members in the Executive Committee of the Union.

(c) Every Ordinary Member shall pay a monthly subscription of Re.2/=. Any member who fails to pay his subscriptions for three consecutive months shall cease to be a member and shall forfeit his claim to any benefit from the Union as and from the date of his ceasing to be a member. The Executive Committee, may, however, restore the membership of such person if he pays off his arrears of subscription.

(d) With reference to the financial position of the Union the executive Committee shall decide from time to time the benefits to be given to the members. A member shall be entitled to the benefits of the Union only if he has been a member for atleast six months and if he has paid his subscription to the Union up-to-date.

5. The Union shall have:

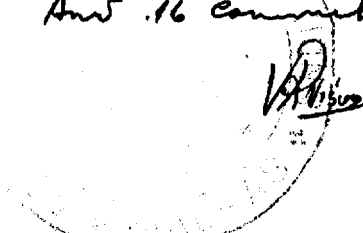
- (a) The Working Committee
- (b) Central Executive Committee
- (c) General Council

6. The Working Committee shall comprise of:

- (a) The President,
- (b) Four Vice-Presidents,
- (c) The General Secretary,
- (d) One Secretary,
- (e) Four Joint Secretaries,
- (f) The Treasurer.

*And 16 committee members.*

(Contd.....3.)



7. The Central Executive Committee of the Union shall comprise of:

- (a) The members of the Working Committee,
- (b) One member elected for every 500 regular members or part thereof from each branch
- (c) Chairman and Secretary of each Branch.

8. The General Council of the Union shall consist of :

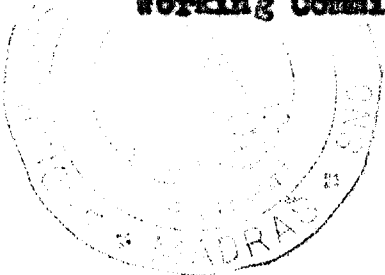
- (a) All members of the Working Committee
- (b) All members of the Central Executive Committee
- (c) One member elected for every 100 regular members from each branch which includes the Chairman & Secretary.

9. Working Committee:

- (a) The Working Committee shall ordinarily meet once in every month or earlier if necessary a week's notice will be suffice for such meetings.
- (b) The Working Committee shall be called normally by the General Secretary within the stipulated time or by the President on a written requisition by atleast half of the Working Committee members.
- (c) The Office-bearers of the Union shall continue in Office for atleast TWO YEARS.
- (d) The following shall be the function of the Working Committee:

- i) Opening of Branches wherever necessary.
- ii) Closing of unwanted Branches.
- iii) To fix date and venue of all its meetings and those of the Central Executive Committee and draft Agenda.
- iv) To execute the decisions of the Central Executive Committee and General Council.
- v) To be responsible for the safe-custody of the Union's Funds and arrange for its proper disbursements, auditing and accounting.
- vi) Be responsible for the general administration of the Union.
- vii) To regulate, co-ordinate and supervise the proper functioning of the Branch Unions,
- viii) To prescribe procedures and frame rules regarding -
  - a) Branch Unions
  - b) Election of Delegates to Central Executive Council and General Council
  - c) Method of Voting
  - d) Filing up vacancies in Different Bodies
  - e) Sub-Committees, Delegations and representations on behalf of the Union
  - f) All items of Income and Expenditure shall be placed before the next meeting of the Working Committee for approval.

(Contd.....4.)



- g) Interim vacancies among the office bearers from a to f mentioned in Rule 6 shall be filled by the Working Committee.
- ix) a) The Branch Unions shall inform the dates of their Executive Committee and General Body Meetings atleast three days prior to these meeting dates.
- b) If the Branch does not function in a desirable manner or is ridden by internal functions, quarrels, issuing notices of vulgar nature by one office-bearer against the other or any other kind of activities tending to damage the reputation of the Branch or the Parent Union, the President or General Secretary or any one of the office-bearers of the Parent Union may bring the matter for immediate discussion of the main Union's Executive Committee for appropriate relief. The Parent Union is fully at its liberty to deal with the situation and rectify the same as circumstances may require.

The following procedures may be adopted by the Parent Union to deal with the erring Branches:-

1. to elicit individual opinion of the Branch Executive Committee Members.
2. to convene the Executive Committee to discuss the matter and pass necessary resolution to dissolve the Executive Committee or just replace the vacant places of the Office-bearers by assigning those places to the other office-bearers; if all of them have resigned in to any one of the members of the Executive Committee or anyone of the Office-bearers of the Parent Union may be nominated as Convener to take full charge of the entire branch.
3. If the office-bearers of the Parent Union are convinced that the Branch should be superseded than can do so by giving a letter to that effect to the President or the General Secretary or Secretary of that Branch. The letter of supercession shall be signed by the President or Acting President and an Ad-hoc Convener may be named in the same letter will regular elections are held.
4. Any such ad-hoc Committee may have Two Joint Conveners and a Treasurer besides the Convener. The Convener is empowered to conduct the activities of the Branch for all purposes including negotiation, calling for meeting, suspend a member of the Ad-hoc Committee, for creating trouble or defaming or dismantling the Union.
5. The Ad-hoc Committee Members can also elect among themselves any members (five) to form a Negotiating Sub-Committee for representing, assisting the grievances and demands of the Ad-hoc Committee. The Convener will be the head of the Negotiating Committee.

6. The Strength of the Ad-hoc Committee shall not exceed 50 at any time.

7. Subscription:

The Branches shall pay a subscription of Rs.50% to the Union every month.

The quantum of subscription for the Union is Rs.2/- per month where the industry has a strength of more than 500 workers of Union Category. Rs.1/- where the strength is below 500.

*M. S. ...*

8. Accounting:

The Branch shall open account in any bank in the name of the Branch and operations be done under joint responsibility of the General Secretary or the President signing along with the Treasurer. Under no circumstance account of the branch can be had in personal capacity which is a serious misconduct and violation of the rules of the Union.

9. Receipts and Vouchers shall be properly maintained by the Treasurer with day to day entry in the ledgers of the Branch Passbook and a Statement of monthly accounts to be produced to the authorities if required for verification at any time.

Interim vacancies in the Ad-hoc Committee may be filled in by co-option at the discretion of the Convener. Such co-opted members will continue till elections are conducted. If the vacancies do not vitally affect the function of the Ad-hoc Committee, the vacancies need not be filled in, if the Ad-hoc Committee passes a resolution to that effect.

10. QUORUM :

- a) One third of the total strength of the Ad-hoc Committee is the Quorum required to transact the business of the Committee.
- b) The Convener may postpone a subject in the Agenda or the whole meeting depending upon the nature, urgency or in view of the particular matter in the Agenda.

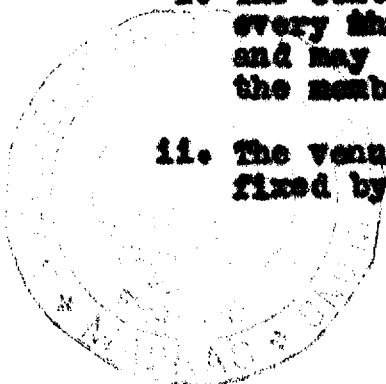
10. Central Executive Committee:

I. (a) The Central Executive Committee shall meet to transact the following business:

i. The Central Executive shall meet once in every three months with 15 days' prior notice and may also be called by atleast 1/3 of the members of the Central Executive Council.

ii. The venue of the General Council shall be fixed by the Central Executive Committee.

(Contd.....6.)



iii. The Central Executive Committee as a subject Committee draft resolutions to be placed before the General Council.

II. To remove from the Union any Branch Unions or Office-bearers or primary member thereof provided that:-

i) The matter has been specifically included in the Agenda for the meeting of the Central Executive Committee.

ii) The decision for removal is arrived at by a 3/4th majority of those present at the meeting. A person so removed shall have the right of appeal to the General Body of the Union whose decision shall be final.

11. Any Office-bearer of a members of the Union found working against the interesting of the Union may be removed from the Union or otherwise punished on a resolution to that effect passed at a General Meeting of the Union provided the member concerned in given previous intimation of the action proposed to be taken against him.
12. If a member goes on strike without the sanction of the Union, he shall not be entitled to any benefits from the Union from the date on which he has so struck work. This is in addition to any other penalty which may be imposed on him under the previous rule.
13. No member of the Union employed in an undertaking shall go on strike without having given to his employer six before striking not less than 14 days previous notice in writing of his intention so to do. No notice of strike shall be given by any member of the Union to his employer unless in a ballot conducted for the purpose, two-thirds of the total number of members of the Union employed in the undertaking are in favour of strike.
14. A register of members, account book and other prescribed registers and book shall be kept at the Registered Office of the Union and property maintained by the office-bearer of the Union responsible. The registers and books should be open to inspection by any office-bearers or member of the Union at the registered office on all working days during the hours of 10 A.M. and 5 P.M. when the Registered Office is open.
15. QUORUM OF MEETINGS:
- a) The quorum for meeting of the Working Committee shall be 50% of the members constituting the Committee.
- b) The quorum for as a General Body Meeting shall be 20% and for the General Council shall be 30% of the total number of delegates elected to represent Branches at a such meeting.
16. GENERAL COUNCIL:
- a) The General Council is the Supreme Body of the Union.

- b) The General Council of the Union shall meet every year for
  - i) Consideration of the General Secretaries Report
  - ii) Passing of the audited statements of accounts and other reports
  - iii) Consideration of the subjects as may be referred to it by the Central Executive Committee.
- c) To elect the office-bearers of the Union
- d) At least 21 days' clear notice shall be given before convening the Annual General Body Meeting of the Union.
- e) A special meeting of the General Council may be called by the Working Committee of the Union or on a written requisition from not less than 1/3rd of the Members of the General Body on a 14 days' previous notice for specific purposes.

17. Duties and responsibilities of individual office-bearers:

a) PRESIDENT:

The President shall exercise general supervision of the Working Committee and Branches and preside over the meeting of the Working Committee and General meetings. He shall call for special meeting of the Working Committee and take any measure he considers necessary for the proper conduct of the business of the Union. He shall have a second or a casting vote in case of equality of votes. He shall authorise expenditure upto Rs.250/= during the period between two meetings of the working committee. Any expenditure exceeding this amount should have the prior approval of the Working Committee.

b) VICE-PRESIDENT:

The Vice-President authorised by the Working Committee in the absence of the President will perform the duties of the President.

c) GENERAL SECRETARY:

The General Secretary shall be responsible for all correspondences, printing and publishing of Rules, Notices, etc., and for keeping membership and other registers. He shall prepare a periodical report of Balance Sheet and read them at every meeting of the Working Committee. A consolidated report of the activities of the Union together with the Annual Balance Sheet shall be prepared by him and placed before the General Meeting. He shall call for the meetings of the Working Committee, Ordinary and Extra-ordinary in consultation with the President. In addition to monthly routine expenditure he may authorise expenditure upto Rs.25/= during the period between two meetings of the working committee. He shall deposit all the monies received by him in the Schedule Bank then and there. He shall also test and audit the accounts of the Branches.

(Contd.....8.)

**d) SECRETARY:**

The Secretary will be in-charge of forming new units in establishments. He shall assist facilitate and supervise the general functions of the union.

**e) JOINT SECRETARIES:**

The Joint Secretaries will be in-charge of the works allotted to them by the General Secretary, in the absence of the General Secretary the Secretary authorised by the Working Committee will perform the duties of the General Secretary.

**f) TREASURER:**

The Treasurer shall maintain the following:

- i) Supply and proper accounts of Receipts Books
- ii) Posting the monthly accounts and membership statements of all the branches in a Register after scrutiny and obtaining the approval of the General Secretary.
- iii) Maintaining the Central Office accounts and preparing the statements to be put before the working committee and General Body Meetings.
- iv) Arrange auditing of accounts annually.

**18. ACCOUNTS:**

Subscriptions from members and donations shall be from the General Funds of the Union. The General Funds of the Union shall be spent only on such of those objects of the Union as are consistent with section 15 of the Trade Union Act reproduced below:-

- a) The payment of Salaries, allowances and expenses to office-bearers of the Trade Union.
- b) The payment of expenses for the administration of the Trade Union including audit of accounts of the General Funds including audit of accounts of the Trade Union.
- c) The prosecution or defence of any legal proceedings to which Trade Union or any member thereof is a party when such prosecution or defence is undertaken for the Trade Union as such or any rights arising out of the relations of any member with his employer or with a person whom the member employs.
- d) Conduct to the Trade disputes on behalf of Trade Union or any member thereof.
- e) The compensation to members for loss arising out of Trade disputes.



- f) Allowances to members for their dependents of accounts of death, old age, sickness, accidents, or unemployment of such members.
  - g) The issue of or the undertaking of liability under policies insuring members against sickness, accident or unemployment.
  - h) The provisions of educational, social or religious benefits for members including the payment of the expenses of religious ceremonies, for deceased members or for the dependents of the members.
  - i) The upkeep of a periodical published mainly for the purpose of discussing questions affecting employer or workmen as such.
  - j) The payment in furtherance of the many of the objects in which the general funds of the trade Union may be spent, of contributions to any cause intended to benefit to workmen in general, provided that the expenditure in respect of such contribution in any financial year shall not at any time during that year be in excess of 1/4th of the combined total of the gross income which has upto that time to the general funds of the Union during that year and of the balance at the credit of those funds at the commencement of the year and
  - k) Subject to any conditions contained in the notification any other object notified by the appropriate Government in the official Gazette.
19. All receipts of the Union shall be deposited in the name of the Union in any bank selected by the Working Committee and within a reasonable time after collection as may be fixed by the Working Committee. Receipts should not be utilised or spent directly before depositing in the Bank. Amounts recovered by the Union for the meeting any expenditure should be drawn from the Bank account on the joint names of Treasurer and the General Secretary of the Union. The Treasurer may however, be authorised to retain a sum not exceeding Rs.50/= only for meeting the running expenses of the Union.
20. The General Secretary may authorise urgent expenditure not exceeding Rs.25/= between the meetings of the Working Committee. The Working Committee may authorise urgent expenditure not exceeding Rs.250/= between two meetings and General Council. The funds of the Union shall be disbursed on vouchers signed by the General Secretary and the Treasurer.
21. The Working Committee may constitute a separate fund for the promotion of Civic and Political interest of the members subject to the provision of Section 16 of the Trade Union Act.
22. The Accounts of the Union shall be audited once in a year by an auditor possessing the qualifications prescribed under the Trade Union Act.
23. The Union shall be dissolved if atleast 3/4th of number of members present in the General Council of the Union record their votes in favour of dissolution.

24. The rules of the Union may be amended, varied or rescinded by a majority of the members present at the General Council Meeting voting in favour of the amendments.

APPENDIX

V. R. Viswanathan, General Secretary

I, \_\_\_\_\_

Sri V. Raman

Son of \_\_\_\_\_ working as  
Operator in the Union Carbide (National  
Carbon Co.) T. H. Road, Madras - 600 019.

hereby apply for admission as a member to the Union Carbide  
National Employees Union, Madras - 600 051.

Union. I agree to abide by the rules and bye-laws that  
may be made by the Union.

No.	Name	Designation	Age	Signature
1)	K. Soundarapandian	Fitter	37	
2)	K. Balabhadur	Staff	38	H. Sul Balabhadur
3)	P. Karunakaran	Stores Asst.	34	P. Karunakaran
4)	<sup>G JERVASIS</sup> Joseph Cheroovanki	Inspector	40	
5)	G. Seethapathy	Quality Control	45	G. Seethapathy
6)	V. R. Viswanathan	Operator	38	
7)	B. Dharmaraj	Staff	38	B. Dharmaraj
8)	D. Samuel	G. F. Worker	48	D. Samuel
9)	V. Siddhanandan	Fitter	35	V. Siddhanandan

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Apprentice  
Addl. Registrar of Trade Unions-1  
Madras.

Certified that the  
rules from 1 to 24 of "Union Carbide  
National Employees Union" (Regn. 1112/M25)  
have been registered under the  
Trade Unions Act 1926.

Dated at Madras  
30th day of January 1981



*P. K. S. J.*  
Addl. Registrar of Trade Unions-1  
Madras.

*L. S. S.*  
28/1/81

UNION CARBIDE WORKERS UNION,  
TAMILNADU  
REGD NO. 135/C.P.T.  
96/A/2, VILLAGE STREET,  
SATHANGADU, MADRAS-640 019