

BYE-LAW

OF THE CFTRI EMPLOYEES UNION

1. Name of the Association :

The name of the Association shall be the Central Food Technological Research Institute Employees Union

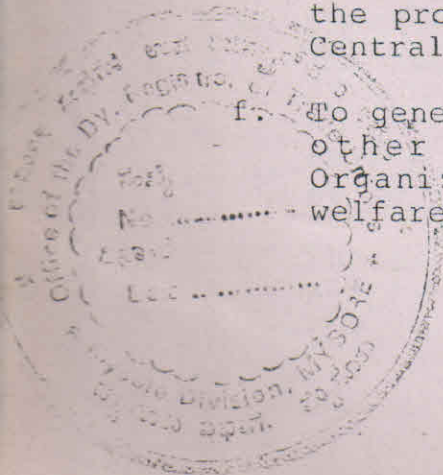
2. Location of the Association :

The registered office of the Union shall be located at Central Food Technological Research Institute, Cheluvamba Mansion, Mysore - 570 013. Any change of address shall be intimated to the Deputy Registrar of Trade Unions, Mysore Division, Mysore, within fourteen days from the date of such change.

3. The whole of the objects for which the Union has been established :

The objects for which the Union established are as under :

- a. To organise the workers employed in Central Food Technological Research Institute, Mysore, to secure for them fair and just and reasonable conditions of work and employment and promote their well-being by all peaceful, legitimate and constitutional methods
- b. To create amongst the workers healthy spirit of fellowship and cooperation and develop in them a proper sense of their duties, responsibilities and obligations
- c. To secure fulfilment of the obligations of the workers to their employers for the faithful, efficient and punctual discharge of their duties and maintenance of proper conduct, discipline and respect for authority
- d. To provide legal assistance to the workers in respect of all matters arising out of acts incidental to their employment
- e. To secure redress for their difficulties and disputes, if any, through representations, negotiations, conciliations and when necessary to have re-course to the agencies and the procedures provided by Government in the appropriate Central and State Labour Enactments
- f. To generally cooperate with the endeavours of government, other Trade Unions, Social Bodies, Employers' Organizations and Public Institutions, to promote the welfare of the workers and the working class as such



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4. The purpose for which the funds of the Association shall be applicable :

The Funds of the Association shall not be spent on any other objects than the following :

- a. The payment of expenses for the administration of the Union, including the Audit of Accounts of the Funds of the Union
- b. The prosecution or defence of any legal proceedings to which the Association or any member thereof, is a party and when such prosecution or defence is undertaken for the purpose of securing or protecting any right of the Union or any right arising out of the relations of any member with his employer
- c. The conduct of trade disputes on behalf of the Association or any member thereof
- d. The allowances to members or their dependants on account of death, oldage, sickness, accidents or unemployment of such members
- e. The issue of benefits for the members including payment of expenses of funeral or religious ceremonies for deceased members or for the dependants of the members
- f. Subject to any conditions/objects notified by the appropriate Government in Official Gazette

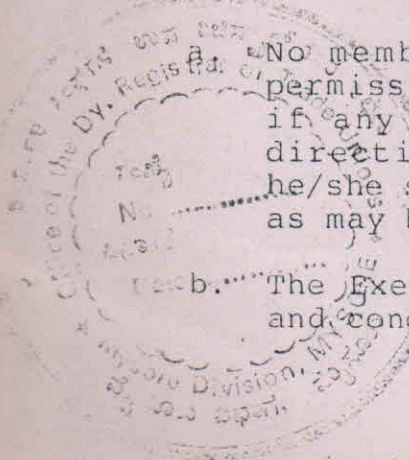
5. Maintenance of a List of Members :

- a. The Association shall maintain a list of members or a Register of members, as the case may be, in which full particulars of all the members be entered
- b. The said list or Register of Members shall be open to inspection by any Officer or Member of the Association on any day during working hours of the Office of the Union, provided such Officer or Member intimates, in writing, before three clear days to the President or the General Secretary, as the case may be, his/her intention to do so

6. Procedure for declaring a Strike :

a. No member of the Association shall strike work without permission and specific directives of the Association, and if any member strikes work without the permission or directive, he/she may be denied help and assistance and he/she shall also be subjected to such disciplinary action as may be decided by the Executive Committee of the Union

b. The Executive Committee alone have the power to call for and conduct a strike and such action shall be taken by the



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Executive Committee only after exploring all possible avenues for the settlement of the dispute/s between the Union and the employer/s and in strike accordance with the law, in force, in this regard

- c. Save in emergent cases, the Executive Committee shall not call for a strike without the previous approval of the majority of the Members and in particular no such strike shall be called unless, atleast, sixty percent of the members of the Association have voted at a secret ballot held by the person authorised by the Executive Committee in this regard and three-fourths of the votes polled have declared themselves in favour of the strike

7. Admission of Ordinary Members :

Every workman employed in Central Food Technological Research Institute and belong to Group-I, Group-II cadres staff and all administrative staff of the Institute, who agrees to abide by the Bye-laws of the Union and pays the prescribed monthly subscription fee of Rs.1 (Half Yearly subscription of Rs.6) shall be entitled for admission as an Ordinary member, provided also on payment of an Admission fee of Rs.1/-

8. Admission of Honorary Members :

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Subject to Section 22 of the Trade Unions Act, 1926, the General Body of the Association may admit any person even though he/she is not employed in the Establishment as mentioned in Clause (Bye-law) Nos. 3(a) and 7, supra, as Honorary Member. Such member shall hold office until the next election to the Union and shall enjoy all rights and privileges of ordinary members of the Union. Such Honorary member is also eligible to stand for re-election and need not pay either the admission fee or monthly subscription as required under Bye-law No. 7, supra

9. The Conditions under which the Members are entitled to benefits assured by the Rules of the Trade Union :

- a. Any member of the Association entitled to any of the benefit conferred by the Union under its Bye-laws, may make an application, in writing, to the General Secretary of the Union claiming such benefit or benefits

b. The General Secretary shall place it before the Executive Committee for its consideration

- c. The Executive Committee shall consider the said application and either grant in full or part or reject it in toto. If the Applicant-member has any objection to the decision of the Executive Committee, he/she shall have a right of appeal to the General Body of the Union, whose decision in the matter shall be final

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10. The Conditions under which fine or forfeiture can be imposed or varied :

- a. Any member who contravenes the Bye-laws of the Union shall be liable to fine or forfeiture
- b. No fine or forfeiture shall be imposed on any member except after a show cause notice and after providing all adequate opportunities to defend the charge or charges
- c. Only the Executive Committee shall have the powers to impose fine or forfeiture
- d. Any member on whom fine or forfeiture has been imposed by the Executive Committee, may appeal to the General Body against the decision of the Executive Committee and the General Body may either confirm or annul the decision or decisions or vary it in any manner as it considers just and reasonable
- e. Any member who defaults in payment of his/her membership fee for a consecutive period of two years shall automatically forfeit his/her membership of the Association and all rights, privileges and benefits incidental thereto. However, that he/she shall be entitled to re-admit as an Ordinary Member with full rights, as usual, on payment of the arrears due towards subscription fee

11. The manner in which Bye-laws shall be amended, varied or rescinded :

- a. The General Body shall have the power, at any time, to amend, vary, replace, rescind, alter or add to the Bye-laws of the Association
- b. No amendment, alteration or addition in respect of the Bye-laws of the Association shall be given effect to, unless it has been agreed to by votes of two-thirds of the members present at the meeting of the General Body, where due notice of such change has been given in the Agenda, provided also, that, atleast, three-fourths of the Members of the Association, are present at the said meeting
- c. No amendment, alteration or addition to the Bye-laws of the Union, shall be in consistence with the provisions of the Trade Unions Act, 1926

12. The Manner in which the Members of the Officers and Committee Members of the Association shall be Appointed and Removed :

- a. The Administration of the Association shall be managed by the Office-Bearers consisting of the following:

(i) One President (ii) One Vice-President (iii) One General Secretary (iv) One Joint Secretary (v) One

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Treasurer and Six Executive Committee Members elected by the members or as may be determined by the General Body, from time to time

- b. The Election of the Members of the Executive Committee and Office-Bearers shall be conducted in accordance with the Model Election Rules as framed by Government of Karnataka in their Notification No. L.S.-2067.L.W.-201-51-6, dated the 18th July 1953
- c. The members so elected shall hold office till next election and they shall be eligible to stand for re-elections
- d. Any vacancy in the Executive Committee including Office-Bearers, occurring in between two General Elections shall be filled by the remaining members of the Union, provided, that not more than one-third of the total number of members of the Executive Committee be co-opted in any one period in between two general elections and such members shall hold office till the next annual meeting of the General Body
- e. Any Officer or member of the Executive Committee may be removed from their posts in the Union, giving adequate opportunities to defend himself/herself against the charge or charges, if any, on which punishment is based, at the meeting of the General Body specially convened for the purpose, for which not less than one-fourth of the Members have given, in writing, a requisition to the President or the General Secretary, as the case may be, and shall take effect if voted by not less than two-thirds majority of the members present, provided also, that, atleast, ~~Fifty~~ ^{fifty seven} percent of the members on the rolls of the Union are present at the said meeting

13. The Safe Custody of the Funds :

- a. The Treasurer shall maintain all accounts of the Union for the money received and spent with duly signed-receipts and vouchers
- b. The Treasurer shall open an account in any scheduled Bank or Cooperative Bank, as may be determined by the Executive Committee and shall be paid by cheque only, signed by the President or in his absence the Vice-President, or the General Secretary and the Treasurer or in his absence any member of the Executive Committee duly authorised by him, in writing, to act on his behalf

The Executive Committee, can however, authorise an Imprest Advance not exceeding Rs.50.00 (Rupees Fifty only) at a time, to be kept with the General Secretary, for office & emergent expenses for which accounts shall be submitted by the General Secretary, at the end of every month.

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14. The Annual Audit of Accounts :

The Annual Accounts of the Association shall be audited in accordance with Regulation 15 of the Karnataka Trade Union Regulations, 1958, and shall be presented by the Executive Committee for adoption at the Annual Meeting of the General Body.

15. The Facilities for the Inspection of the Account Books by Officers and Members of the Association

- a. The Association shall maintain the Account Books as required under the provisions of the Trade Unions Act, 1926, and the Karnataka Trade Union Regulations, 1958
- b. The said Account Books shall be open to Inspection by any Officer or Member of the Association on any day during working hours of the Office of the Association, provided such Officer or Member intimates, in writing, before seven clear days, to the President or the General Secretary, as the case may be, his/her intention of such inspection

16. Official Year of the Association :

The Official year of the Association shall corresponds to the Calender year, ie. from 1st January to 31st December, each year.

17. General Body:

- a. The General Body of the Association shall consist of all the members including Honorary members
- b. Half-yearly Meetings : The General Body meeting shall ordinarily be held, atleast, twice in a year, to review the report of activities; to adopt the accounts; to draw up programmes of work and to transact any other official business as the General Body decides
- c. Annual Meetings : The Annual Meeting of the General Body shall be held before April every year, for adopting the audited statement of income and expenditure of the Union; the Annual Report audits working and also for electing the Office-Bearers and Committee Members for the coming years
- d. Special Meetings : The special meetings of the General Body may be convened by the President on his own accord and shall be convened on a requisition signed by not less than thirty percent of the members to consider any specified agenda. In case, the President fails to convene a meeting so requested within the prescribed twentyfive days from the date of receipt of such notice, any other Office-Bearer or Member of the Union may do so, by following the procedure as per the Bye-law of the Association

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- e. Notice of Meetings : In the case of Annual and Half-yearly meetings, seven days notice shall be given and in the case of special meetings, three days notice shall be given
- f. Quorum : The quorum of all meetings of the General Body shall be Thirty percent

18. Executive Committee :

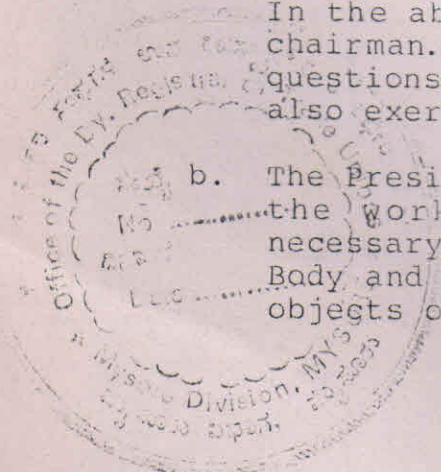
- a. The Executive Committee of the Association shall meet, atleast, once a month to scrutinise the report of the activities of the Association and statement of accounts; draw up programmes of work and to consider all other matters pertaining to the Association
- b. Special Meetings : The special meetings of the Executive Committee may be convened by the President on his own accord and he shall convene a special meeting of the Executive Committee on a written requisition specifying the Agenda and signed by not less than one-third of the members of the Executive Committee
- c. Notice of Meetings : Notice of every meeting of the Executive Committee with the Agenda thereof shall be sent to the members by the General Secretary in consultation with the President or in his absence with the Vice-President, atleast, three days prior to the date of the meeting
- d. Quorum : The quorum of all meetings of the Executive Committee shall be one-third of the members of the Committee. No quorum shall be necessary for an adjourned meeting to consider the same Agenda

19. Functions of Office Bearers :

- a. The President and the Vice-President:

The President and in his absence, the Vice-President shall preside over and guide the proceedings of all the meetings of the General Body and the Executive Committee. In the absence of both, the meeting shall elect its own chairman. The President shall be entitled to vote on all questions and in the event of an equal division, he shall also exercise a Casting Vote.

- b. The President and the Vice-President shall also supervise the work of the Union, giving directions wherever necessary in consonance with the decisions of the General Body and the Executive Committee and in furtherance of the objects of the Association



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c. The General Secretary :

The General Secretary shall be in-charge of day-to-day work of the Association, transact all official business, write minutes of all the meetings and keep all records pertaining to the Association. In his work he shall carry out the decisions of the General Body and the Executive Committee under the directions and guidance of the President and Vice-President, wherever necessary

d. The Joint Secretary :

The Joint Secretary shall assist the General Secretary in his official work of the Association and carry out other work which may be entrusted to him the Executive Committee and the General Secretary, as the case may be, from time to time

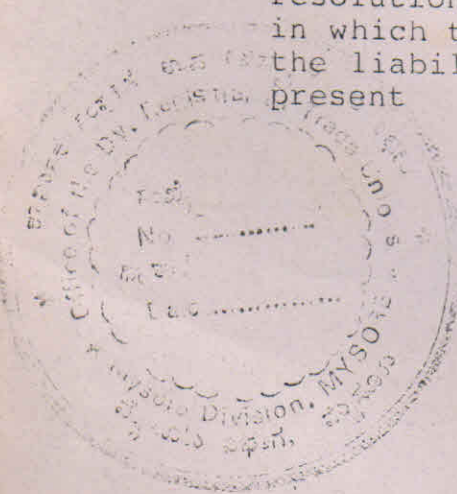
e. The Treasurer :

The Treasurer shall maintain the accounts of the Association of all the money received and spent along with duly signed-vouchers and receipts

20. Dissolution of the Association :

- a. If for any valid reasons, the dissolution of the Union becomes necessary, a General Body Meeting should be convened at which, atleast sixty percent of the members on the rolls of the Association are present and the resolution shall be adopted duly meeting-forth the manner in which the assets shall be distributed after meeting all the liabilities, by three-fourths majority of the members present

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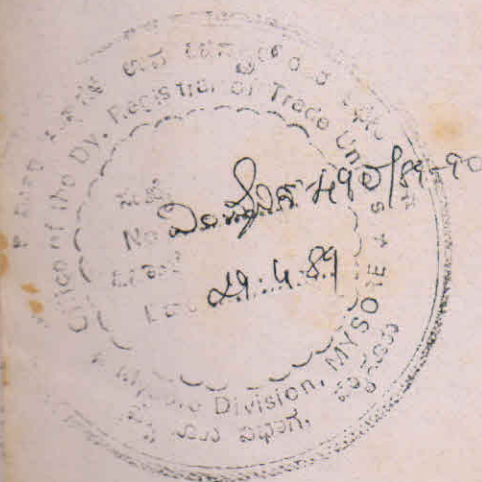


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b. The notice of dissolution of the Association shall be sent to the Deputy Registrar of Trade Unions, Mysore Division, Mysore, for registration.

Signatures of the Workers who have been authorised to make the application for registration of the Union

- 1. N.Suresh Prasad, Jr. Steno, CFTRI, Mysore *N. Suresh Prasad*
- 2. S.Siddaiah, JLA-II(1), CFTRI, Mysore *S. Siddaiah*
- 3. C. Gangadhara Murthy, Jr. Steno, CFTRI, Mysore *C. Gangadhara Murthy*
- 4. M. Nagoji Rao, LDC, CFTRI, Mysore *M. Nagoji Rao*
- 5. R. Ramaiah, Lab. Bearer (Sk), CFTRI, Mysore *R. Ramaiah*
- 6. M. Ramachandraiah, UDC, CFTRI, Mysore *M. Ramachandraiah*
- 7. Syed Ghouse Khan *Syed Ghouse Khan*



Office of the Asst. Labour Commissioner & Deputy Registrar of Trade Unions, Mysore Division, Mysore

APPROVE

Date 29/4/89 *[Signature]*

27/4/89

N. Suresh Prasad