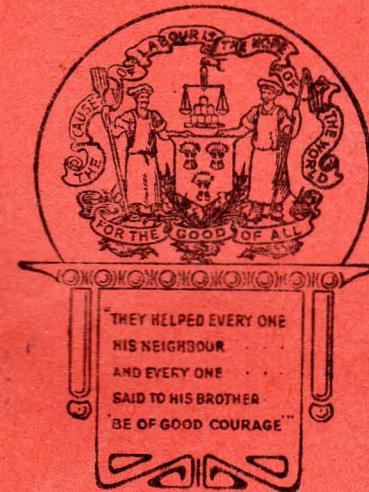


REGISTER No. 59 T.S.

# RULES

OF THE  
SCOTTISH UNION OF  
Bakers, Confectioners, Biscuit Bakers  
and Bakery Workers



REGISTERED UNDER THE TRADE UNION ACTS, 19TH MARCH, 1889



*Registered Office:*

**5 BURNBANK GARDENS, GLASGOW, N.W.**

(c) Trades House of Glasgow 2023.

Registered No. 59 T.S.

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## **PREAMBLE**

In all ages and in all countries, men — the most savage as well as the most refined—have found it necessary to enact certain laws for the government and safety of the commonwealth, doubtless at first delivered in the way of oral instruction, but, as man advanced in refinement, in a written, and lastly, in a printed form. And from nothing can we form a more correct estimate of the welfare and prosperity of a people than by an examination of the laws by which they are governed. Since such is the case, the great endeavour ought to be to frame laws in such a manner as to secure the greatest amount of happiness to the greatest possible number; and, in order that laws may not prove abortive, care must be taken to see that they are faithfully administered, and the manner in which this is done must be ruled by circumstances. In great bodies of men called nations, men are ruled by force, and the fear of incurring certain pains and penalties induces or compels them to act in accordance with the laws laid down. Again, in smaller bodies of men, such as our own trade, the matter is entirely different, seeing that with us class legislation is unknown, and each district is represented according to its numerical importance. And, since there is an entire community of interest amongst us, assuredly it is our duty, as well as the privilege of every member of the Association, to see that laws of a proper character are enacted, and then wrought out in a fair, open, and legitimate manner. Sincerely trusting that all our members will labour in the promulgation of our principles assiduously as if the success of the movement depended upon their individual exertions, we submit to you the following Code of Laws, earnestly hoping that they may prove sufficient for all the exigencies of the trade, and that, under their influence, prosperity and peace may mark our path, and increasing intelligence and worth amongst us show that we are worthy of the advantages we enjoy.

## **ALL PREVIOUS RULES RESCINDED**

### **RULES**

#### **1.—Name, Objects, Constitution, Government and Registered Office.**

(a) This Trade Union shall be called the "Scottish Union of Bakers, Confectioners, Biscuit Bakers and Bakery Workers" and shall hereafter be termed the Union.

(b) The Union shall have for its objects the regulating of the relations between employer and workmen and between workmen themselves; the regulating of conditions of labour; abolition of night work by legal enactment; protection of its members' interests; securing to them the full value of the product of their labour; legal assistance in disputes in trade matters; in recovering compensation for accidents during their employment; and for the payment of Unemployed, Funeral, or other Benefits, as provided for in these Rules.

(c) The membership to consist of all Operative Bakers, Confectioners, Biscuit Bakers and Bakery Workers who have joined the Branches, and Apprentices who are serving their apprenticeship according to Rule 19.

(d) The business of the Union shall be conducted by the Executive Council, subject to the approval of Delegate Meeting.

(e) The Registered Office and place of business shall be at 5 Burnbank Gardens, Glasgow, N.W.; or such other place as the Executive Council may determine. In the event of any change in the situation of the Registered Office, notice of such change shall be sent to the Registrar of Friendly Societies in the form prescribed by the Treasury regulations.

#### **2.—Funds of the Union.**

(a) The Funds of the Union shall consist of Entrance Fees, Assessments, Fines, and Levies.

(b) Entrance Fees to the National Fund.—Bakers and Confectioners, 10s. (fifty per cent. to be paid to the Executive Council on all Entrance Fees charged over 10s. for new members or lapsed members rejoining); Entrance Fees to the National Funds for Bakery Workers, male and female, 1s. each (fifty per cent. to be paid to the Executive Council on all entrance fees charged over 1s., whether they be new members or lapsed members rejoining).

(c) Weekly Assessments.—Bakers and Confectioners, working members, 1s. 3d.; unemployed members, 6d.; jobbing members working a full week, 1s. 3d.; journeymen members away from the trade, 9d.; members while sick, 3d.; and any member joining or rejoining the Union at 60 years of age, 6d. per week. As per Rule 21, Clause (1) Male Bakery Workers working members, 6d. per week; unemployed members, 4d.; Female Bakery Workers working members, 6d. per week; unemployed members, 2d. per week; aged 18 to 21 years, 4d. per week; under 18 years of age, 2d. per week (with no Unemployment Benefit): Male Bakery Workers while sick shall pay 3d. per week, and Female Bakery Workers while sick shall pay 2d. per week. Any member either through age or infirmity who is unable to follow any employment and has less than 20 years' consecutive membership of the Union shall pay 1d. per week until the expiry of same and members who have retired from the industry and have 20 years' consecutive membership shall be exempted from paying any assessments and shall become honorary members. These members shall have no claim for Strike or Unemployment Benefit, but shall be entitled to Funeral Benefit as per Rule. The position of aged, infirm and honorary members as per Rule, prior to Registration of Rules (1950) shall remain unaltered as to amount and years of membership.

(d) Apprentices.—Apprentices shall be eligible for membership in the Apprentice Section of the Union. Entry money 1s.; those four years at the trade 5s. Weekly contributions: 2d. per week during the first four years of their apprenticeship; in the last (fifth) year of their apprenticeship they shall pay 9d. per week as contributions. They shall be entitled to Unemployment Benefit as per National Rule 26 at the expiry of their apprenticeship. Should they in the last year of their apprenticeship become unemployed, they shall pay 6d. per week as contributions during their unemployed period. Apprentices while sick shall pay 2d. per week. A National Register shall be kept with the date of which apprentices start their apprenticeship.

(e) The Executive Council shall have power to levy constant employed men 1s. per week, and Apprentices in their last year of apprenticeship 6d. per week, so that the Funds of the Union may be kept in a solvent condition. At no time shall the said

levy be made payable longer than six months without the consent of the members.

(f) The Funds to be lodged in the National Bank of Scotland, Co-operative Wholesale Bank, or invested as directed, in name of the Trustees. No money to be drawn from bank except by cheques signed by Three Trustees. All monies to be placed on Current Account in the name of the Trustees, or invested in Municipal Corporation Stock. To meet emergencies a reserve of not less than £1,000 must be kept on Deposit Receipt.

(g) National Dues shall be remitted by branches quarterly to the Secretary/Treasurer. All remittances to be made payable by cheque or Money Order to the Scottish Union of Bakers, Confectioners, Biscuit Bakers, and Bakery Workers, and crossed "& Coy."

(h) Any member allowing his arrears of contributions, including fines and levies, to amount to a sum equal to or equivalent to eight weeks' assessments, shall not be entitled to Unemployment Benefit until all arrears, including fines and levies, have been paid, and a period of four weeks has elapsed from the date of such payment.

### Rule 3.—Executive Council.

(a) The Executive Council shall consist of twelve members, one of whom shall be elected directly from each of the four large branches, namely, Aberdeen, Dundee, Edinburgh, and Glasgow, and the remaining eight members to be elected by the District named in National Rule 17, Clause (a), along with the Secretary/Treasurer. The Executive Council may be removed from office, if so decided by a vote of delegates at Annual Delegate Meeting, or a Delegate Meeting called for that purpose.

(b) Each Branch may nominate an eligible member in its district and forward the nomination to the District Secretary not later than the last day in March. Election must take place at a District Meeting not later than the first week in May, and the result forwarded to the Secretary/Treasurer immediately thereafter. The four large Branches directly represented on the Executive Council shall elect their member at a meeting

called for that purpose, not later than the first week in May. These Branches shall have no vote for the election of district representatives to the Executive Council. The member elected shall take office at first meeting of the Executive Council after Annual Delegate Meeting in the year of their election. All members of the Executive Council to be elected for a period of two years. In the event of a vacancy occurring, the Executive Council shall instruct the same to be filled, but the term of office shall only be to complete the period of two years. No member shall be eligible for election to the Executive Council unless he has five years' consecutive membership of the Union. No member shall be eligible if he is an honorary member.

(c) The President shall be elected by and from the members of the Executive Council, shall hold office for two years, and be eligible for re-election. He shall preside at all meetings of Executive Council, and have a direct and casting vote. He shall preside at all Delegate Meetings, where he shall have a casting vote only. His salary shall be £6 per annum. The Executive Council shall, out of their number, appoint a vice-president, who shall preside over all meetings in the absence of the president, and shall be invested with the same powers when acting. He shall attend all delegate meetings by virtue of his office, be allowed to take part but have no vote. He shall move on behalf of the Executive Council amendments to rules standing in their name. No salary shall be paid to him.

(d) The Executive Council shall meet every four weeks, or as often as necessary, to transact all competent business and appeals from branches and districts. Five shall form a quorum. They shall, out of their number, appoint a committee of three along with the Secretary/Treasurer, two to form a quorum. This committee shall be called the Consultative Committee which shall only meet whenever the Secretary/Treasurer is of opinion that important business of the Union warrants them being called together, so that he might receive their advice and instructions thereon. They shall take no definite action without reporting to the full Executive Council. They shall receive delegates' fees for each Executive Council meeting or Consultative Committee meeting they attend, along with actual fares paid, as per Rule 11, Clause (c). Meetings held after 5 p.m. to be paid at rates for special business as laid down in Rule 12.

(e) The Executive Council shall arrange for the custody of and be entrusted with the expenditure of the funds. They shall cause the accounts of the Union to be regularly entered in proper books under proper and convenient heads, and cause a statement of the accounts to be prepared and submitted to the Auditor quarterly. They shall have the full executive power and authority of the Union, and shall have the right to submit alterations to Rules. Any office-bearer or official may be removed from office at a Special Meeting of the Executive Council called for that purpose. Their decision shall be recorded by voting.

(f) The Executive Council shall have authority, if they deem it necessary, to call a Special Delegate Meeting at any time, to consider matters of exceptional importance or any case of emergency wherein an alteration of Rule is required.

(g) That all Executive Council members, by virtue of their office, be in attendance at the Annual Conference and not included as a delegate from their Branch.

#### 4.—Election and Duties of Secretary-Treasurer.

(a) The Secretary/Treasurer shall be elected by a ballot vote of the members and shall remain in office during the will and pleasure of the members, and will be subject to all the conditions as provided for in Rule 9. He shall act generally under the orders of the Executive Council.

The method of election shall be as follows: Ballot Cards for the purpose of taking this Vote shall be sent from the Registered Office to each member of the Union entitled to vote. The members shall record their vote, and post the Ballot Card to the National Auditor for the time being at his then address. The candidate receiving the highest number of votes shall be declared elected. All candidates, if they so desire, may be in personal attendance at the Registered Office when the Auditor's declaration of the Ballot result is submitted at their own expense. A statement of the votes cast for the candidates to be recorded in the Monthly Report following the election.

(b) He shall attend all Delegate Meetings and Executive Council meetings, take correct Minutes of the proceedings,

which shall contain all resolutions rejected or adopted, with the movers' and seconders' names, and the result of the voting attached thereto, with record of how members voted. Send copies of said Minutes to Branch Secretaries, execute all instructions given, and issue to Branch Secretaries within a week of the end of each quarter a Return Sheet in duplicate in the form shown in Appendix, page 39, supplying Branches with Monthly Report of the work done by the Union, in addition to all necessary rule books, contribution books, clearance cards, etc., and bring before Branch Officials questions requiring their attention. He shall, whenever possible, be present in any Branch at the beginning and during the continuance of any dispute, and do all in his power to advance the interests of the Union. He shall issue quarterly to all Branch Secretaries a leaflet giving the names of lapsed and expelled members, and the name of the branch from which they lapsed or were expelled. If his duties permit of him, he shall attend the Scottish Trades Union Congress, and the British Trades Union Congress, and Labour Party Conferences by virtue of his office.

(c) He shall have power to convene Special Meetings of the Executive Council when necessary and when requested to do so by four members thereof.

(d) He shall prepare and transmit to the Registrar before the 1st day of June in every year a general statement of the receipts, funds, effects, and expenditure, showing fully the assets and liabilities at the date, and the receipts and expenditure during the year preceding the date in which it is made out, and shall show separately the expenditure in respect of the several objects of the Union, which shall be prepared and made out up to such date, in such forms, and shall comprise such particulars as the Registrar may from time to time require; and every member of and depositor shall be entitled to receive, on application to the Secretary, a copy of such general statement without making any payment for same. Together with such general statement there shall be sent to the Registrar a copy of all alteration of Rules, and new Rules, and changes of officers made by the Union during the year preceding the date up to which the general statement is made out, and a copy of the Rules as they exist at that date, and insert a copy of such returns in Monthly Report, following the date on which said returns are compiled.

(e) His salary shall be £565 per annum, and may be reviewed by the Executive Council prior to the Annual Delegate Meeting for their approval or otherwise. He shall be paid overnight expenses in accordance with the rate prescribed for delegates in Rule 11 and daily expenses up to 5s. per day with train fares to be paid on actual fares paid. A detailed statement of which is to be submitted weekly.

(f) He shall keep a correct record of all financial transactions of the Union in proper books. Receive and acknowledge all monies received by him in accordance with Rule 2, Clause (g), within a period of three days from receiving same; all monies received by him to be lodged in Bank as per Rule 2, Clause (f). He shall discharge all accounts after same have been endorsed for payment by the Executive Council.

(g) He shall endorse all cheques or other forms of withdrawal of monies required.

(h) He shall submit to the Executive Council at their statutory meeting in accordance with the rule a statement as to withdrawals from bank and accounts to be endorsed by the Executive Council.

(i) Nominations for Secretary/Treasurer shall be made at a properly constituted Branch Meeting and shall be made on forms supplied by the Registered Office. Nomination forms shall be sent to all Branch Secretaries at least 28 days prior to the final date for the receipt of nominations. Each Branch may nominate an eligible member. The nominees record of service to the Union shall be sent out with the Ballot Papers and must accompany each nomination.

(j) For the safeguarding of the funds, the Executive Council shall insure the Secretary to the amount of £500.

(k) No member shall be eligible for national positions unless he qualifies to become a member of the Superannuation Scheme and no member shall be eligible to become a member of the Scheme unless he is under 55 years of age on date of nomination.

(l) He shall, if he desires, be allowed to represent the Labour Party on the Town Council, or any of the other publicly-elected bodies of the District in which he resides, provided

that he carries out his duties as Secretary to the satisfaction of the Executive Council.

(m) Canvassing by letter shall be a disqualification for nominees for national positions.

#### **5.—Election and Duties of Organisers.**

(a) There shall be three National Organisers, who shall be allocated to a District, and shall be resident therein.

The Organisers shall be elected by a ballot vote of the members and shall remain in office during the will and the pleasure of the members, and will be subject to all the conditions as provided for in Rule 9. They shall act generally under the orders of the Executive Council and the Secretary/Treasurer.

The method of election shall be as follows: Ballot Cards for the purpose of taking this Vote shall be sent from the Registered Office to each member of the Union entitled to vote. The members shall record their vote and post the Ballot Card to the National Auditor for the time being at his then address. The candidates receiving the highest number of votes shall be declared elected. All candidates, if they so desire, may be in personal attendance at the Registered Office during the counting of the votes, at their own expense. A statement of the votes cast for the candidates to be recorded in the Monthly Report following the election.

(b) Their duties shall be to visit the branches periodically and assist in forming new ones in the various areas allocated to them by the Executive Council; submit to Secretary/Treasurer a written weekly report bearing on branches visited and complaints dealt with. A copy of said report to be sent by Secretary/Treasurer to Secretaries of branches visited for their observations thereon. They shall, as far as possible, submit to Secretary/Treasurer a weekly statement containing their intended daily visits for the ensuing week, so that he may be in a position to recall them in cases of emergency, and they shall likewise advise Branch Secretaries of their intended visits. Branch officials shall allow them access to the books, etc., in their possession.

(c) Unless otherwise engaged they shall attend all meetings of Executive Council for the purpose of giving any information which may be desired, and shall be under the supervision and control of Executive Council.

(d) Their salaries shall be £415 per annum and may be reviewed by the Executive Council prior to the Annual Delegate Meeting for their approval or otherwise. They shall be paid overnight expenses in accordance with the rates prescribed for delegates in Rule 11, and daily expenses up to a sum not exceeding 5s. per day, with train fares to be paid on actual fares paid. A detailed statement of which is to be submitted weekly.

(e) Nominations for National Organisers shall be made at a properly constituted Branch Meeting and shall be made on forms supplied by the Registered Office. Nomination forms shall be sent to all Branch Secretaries at least 28 days prior to the final date for the receipt of nominations. Each Branch may nominate an eligible member. The nominee's record of service to the Union shall be sent out with the Ballot Papers and must accompany each nomination.

(f) No member shall be eligible for national positions unless he qualifies to become a member of the Superannuation Scheme, and no member shall be eligible to become a member of the Scheme unless he is under 55 years of age on date of nomination.

(g) They shall, if they desire be allowed to represent the Labour Party on the Town Council or any of the other publicly-elected bodies of the district in which they reside, provided they carry out their duties as Organisers to the satisfaction of the Executive Council.

(h) Canvassing by letter shall be a disqualification for nominees for national positions.

#### **6.—Election and Duties of Auditors and Book Inspectors.**

(a) A firm of Incorporated and/or Certified Accountants in public practice shall be appointed by the Executive Council to examine and audit the books and accounts of the Union, and to prepare a certified Abstract of Accounts quarterly suitable

for publication. They shall act as Book Inspectors, and examine and report on Branch Books when instructed to do so by the Executive Council. Every facility must be given to the Auditors by all Branch and National Officials of access to all books, documents, vouchers, etc., in their possession, as may be required to conduct a proper audit and furnish a correct statement. They shall hold office during the pleasure of the Executive Council.

(b) The Books and Accounts of the Union shall be open to the inspection of any member or person having an interest in the funds of the Union at all reasonable times, at the Registered Office of the Union, or at any place where the same are kept, and it shall be the duty of the Secretary/Treasurer to produce them for inspection accordingly on reasonable notification.

#### **7.—Election and Duties of Trustees.**

(a) The Trustees shall consist of Four Members elected from and by the Branch wherein the Registered Office is located.

(b) They shall have power to examine the Accounts of the Union, and, with the consent of the Executive Council, invest all money of the Union not required for immediate use, as directed in Rule 2.

(c) They, or a majority of them, shall, with the consent of the Executive Council, sign all cheques and other forms of withdrawal of money as required. They shall execute the duties relegated to them by the Executive Council in accordance with the Trade Union Acts. Their salary shall be £2 each per annum.

#### **8.—Election of Representatives to the S.T.U.C., The Labour Party, B.T.U.C., N.C.L.C., and Scottish Labour Party.**

(a) The Delegate Meeting shall by ballot vote elect two members to attend the Scottish Trades Union Congress. They shall elect two to attend the British Trades Union Congress. They shall elect one to attend the National Council of Labour Colleges Annual Conference, and they shall elect two members to attend the Labour Party Conference. They shall elect two delegates to attend the Scottish Labour Party Confer-

ence. These elections shall be by ballot vote, and for the purpose of having ballot papers prepared, all withdrawals from nominations must be sent to the Secretary/Treasurer 14 days prior to the Delegate Meeting. The members having the highest number of votes shall be declared elected. No member shall be nominated for more than one conference in any one year.

(b) All delegates to conferences shall be instructed by Executive Council as to how to vote on all important questions on the Agenda, and shall remit report of conferences they attend to the Executive Council within 14 days after conference.

(c) Members nominated for the Labour Party Conference must be Political Members, in accordance with the Union's Political Rules.

(d) No member's name to be forwarded to the Secretary/Treasurer without the branch having previously received his sanction. Nominees' written authority to accompany nominations. No branch to be represented by more than one delegate at any conference.

(e) Nominations to be sent to the Secretary/Treasurer by the branches at least six weeks previous to the Delegate Meeting, and a list of those nominated be sent by him to branches along with Agenda for Delegate Meeting.

#### **9.—Conditions of Service, Removal, or Resignation of Officials.**

(a) No member shall be appointed an official of the Union nor shall any person be engaged on the staff unless such member or person is or may become eligible also for membership of the Superannuation Scheme as embodied in the Declaration and Deed of Trust and Rules thereof; and no such appointment or engagement on the staff shall be effective unless and until the member appointed or the person engaged, as the case may be, shall have been admitted a member of said scheme. No official or person engaged on the staff shall continue in office or employment with the Union for more than six months after such official or person has reached the age of 65 years. Branch officials and members of Branch staffs who are qualified by age or otherwise may become members of the scheme.

(b) The Executive Council shall have power to suspend or remove any official of the Union who may neglect his duties, violate the Rules, or act contrary to its principles and objects, and may compel such official to deliver up to any person whom they may appoint, all books, property, or funds in his custody.

(c) Any member or official of the Union who misapplies or refuses to account for any money, books or documents belonging to the Union shall be liable to be expelled and prosecuted according to law. He shall not be eligible for appointment as an official or delegate.

(d) When a branch is of opinion that the embargo against one of its members disqualified under this rule should be removed, it shall be competent for it, by resolution, to so decide. Such decision to be forwarded to the Executive Council, who shall review the case, and, if deemed advisable, remove the disqualification, either in its entirety or only for local positions in the branch.

(e) The Executive Council shall have power to deal with any branch or branch officials who fail to report to the Executive Council any member of their branch who may commit any offence within this Rule.

(f) All full-time officials before resigning or being discharged shall give or receive three months' notice or three months' salary in lieu thereof. If found guilty of fraud, neglect of duty, or incompetence, they shall be subject to suspension by the Executive Council. No salary shall be paid during such suspension, unless authorised by a resolution of the Executive Council.

#### 10.—Delegate Meeting.

(a) The Executive Council shall select the place for the Delegate Meeting, which shall be held annually in the month of June, for three days, to review the work of the Executive Council, confirm or reverse its decisions, and decide any question on which the rules are silent. The Executive Council, between one Delegate Meeting and the other, shall have the power to decide any questions on which the rules are silent. The meeting shall assemble at 10 a.m., adjourn at 1 p.m., re-assemble at 2 p.m., and continue in session until 5 p.m.

(b) Every branch, consisting of 10 members, may be represented by one delegate; 150 members, two; 300 members, three; and one for every additional 100 members. Six delegates to be the maximum number to represent any branch.

(c) The Delegate Meeting and Special Delegate Meetings called by the Executive Council shall have power to make, alter, or abrogate rules, of which notice has been duly given (see Rule 27) when a two-thirds majority of those present shall so vote.

(d) Committees appointed by Delegate Meeting for any special work can only be of an enquiring and reporting nature, and any decisions arrived at must be submitted to Executive Council, which will use its discretion whether to act immediately on such reports, or delay doing so until sanctioned by Delegate Meeting.

#### 11.—Election and Duties of Delegates.

(a) Delegates must be appointed at a branch meeting and be members of branch from which they are sent. They must be working at the trade, or be a full-time official of the Union, or be retired and still holding office as branch officials. Except where a branch has been recently formed, they must have been in full membership of the Union for a period of twelve months and must produce credentials signed by the president and secretary of the branch represented. Any delegate who must leave Conference before 12 noon on third day of Conference must intimate in writing to the Secretary/Treasurer prior to the Conference that he will only attend Conference for two days.

(b) A Standing Orders Committee of five members shall be appointed by and from the Delegate Meeting, who shall act as such for the ensuing year. In the event of anyone who has been appointed not being an accredited delegate for the year in which he is appointed to act, the next on the vote to take his place. Not more than one representative from any branch to be elected to said committee. They shall meet the day before the Delegate Meeting, supervise the arrangements of the meeting, and as far as possible co-ordinate the business report on any proposals to alter procedure or limit discussion, consider remits

made to them, and generally assist in carrying through the business. They shall not be in session while the Delegate Meeting is in session, unless it is absolutely necessary. They shall meet before and after the Delegate Meeting each day, in order that they may meet with representatives of branches as to Agenda, etc., or to deal with any other competent business remitted to them from Delegate Meeting.

(c) Delegates to be paid out of the National Fund 30s. per day while the meeting is in session, with an allowance of 1s. per hour while travelling to and from place of meeting, no time to be paid for less than two hours, train fares to be paid on actual fares paid, with 16s. 6d. extra when staying overnight.

#### 12.—Payment for Special and Other Business.

(a) Members who may be instructed by the Delegate Meeting, Executive Council, or by their branch, with the concurrence of the Executive Council, to carry out any business of the Union, which will involve the leaving of their regular employment, shall receive the same rate of payment as paid to members attending Delegate Meetings.

(b) Members performing three hours' work to receive 10s. as fee, 3s. 6d. for tea, with actual fare paid; over three hours' work to receive 20s. as fee, 3s. 6d. for tea, with actual fare paid. (During the Delegate Meeting the members of the Standing Orders Committee shall be paid 7s. 6d. per day). Members of the Executive Council or Members of the Union called upon to attend organising meetings shall be paid 10s. as fee, 3s. 6d. for tea, with actual fares paid. When representation involves overnight expenses, 16s. 6d. extra to be paid. Members attending social functions shall only be entitled to claim actual fare paid. Meetings of the Executive Council convened after 5 p.m., half-delegation fee shall be paid to such members.

#### 13.—Strike Benefit.

(a) Members instructed by their branch, with the concurrence of the Executive Council, to leave their employment on behalf of the Union, or who may lose their employment owing to their taking an active part in the Union's affairs shall receive Strike Benefit: Bakers and Confectioners 40s. for fourteen weeks; Male Bakery Workers 28s. for fourteen weeks; and Female

Bakery Workers 22s. 6d. for fourteen weeks. Full wages shall be paid to Male and Female Bakery Workers and Apprentices if their weekly wages are less than above scale. Unemployed members in a district where a general strike has taken place to receive similar benefit, branch retaining power to deal with exceptional cases. Members on strike aliment in one branch will not be allowed to compete with the unemployed for jobbing in another branch while in receipt of said aliment. Claims for above aliment shall cease after a period of six months from the origin of the dispute. Any member who may be on strike and who may desire to leave Great Britain may, at the discretion and under conditions agreed on by the Executive Council, receive the full amount of Strike Aliment in one payment. Members on strike, if for a less period than one week, shall be paid at the proportionate rate per day.

(b) Members jobbing three or more days in one week shall receive no allowance for that week.

(c) Before a strike can be declared in any branch a ballot of the men involved must be taken under the supervision of the Executive Council. A strike can only be declared when two-thirds vote in favour thereof at a meeting specially called for the purpose.

#### 14.—Victimisation.

(a) Any member of the Union having been dismissed for resisting any encroachments of the Working Agreement or accepting any office in the Union shall be entitled to the following rates of benefit: Bakers and Confectioners, 80s. per week; Male Bakery Workers, 56s. per week; and Female Bakery Workers, 45s. per week, provided the following clauses bearing on such cases are strictly observed.

(b) No member shall be entitled to the above benefit unless he has previously reported the encroachment to his Committee and acted under their instructions, each case to be investigated by them and the Executive Council, both of whom must be thoroughly satisfied as to his claim.

(c) Member must hold himself in readiness to fill any vacancy that may be offered him, provided such vacancy be the same as that vacated by him, viz., as regards work, wages,

etc., and further, said situation must be in conformity with the National Rules, provided there is a branch in the district. Executive Council to defray cost of removal if necessary.

(d) Victimisation wages to continue for six months, provided the above Rules are not violated. At the end of said term, he shall receive a sum not exceeding £5 which shall terminate all claim on the Union, except unemployed benefit, if eligible for same. The Rule as to jobbing shall apply as in Rule 14.

### 15.—Funeral Benefits.

(a) At the death of a member, who is not more than 13 weeks' contributions in arrears, the benefit shall be paid on the following scale :—

	Bakers and Con- fectioners	Male Bakery Workers	Female Bakery Workers
Over 1 year ...	£3 0 0	£2 5 0	£1 10 0
Over 2 years ...	4 0 0	3 0 0	2 0 0
Over 3 years ...	5 0 0	3 15 0	2 10 0
Over 4 years ...	6 0 0	4 10 0	3 0 0
Over 5 years ...	7 0 0	5 5 0	3 10 0
Over 6 years ...	8 0 0	5 10 0	3 15 0
Over 7 years ...	9 0 0	6 0 0	4 0 0
Over 8 years ...	10 0 0	6 10 0	4 5 0
Over 9 years ...	11 0 0	7 0 0	4 10 0
Over 10 years ...	12 0 0	7 10 0	5 0 0

to the widow or nearest relative, or to whomsoever they may nominate to receive the same. At the death of the wife of a Baker and Confectioner, having over one year's membership, there shall be paid the sum of £1 up to five years' membership; over five years' membership, £2 10s. At the death of the wife of a Male Bakery Worker, having over one year's membership, there shall be paid the sum of 15s. up to five years' membership; over five years' membership, £1 17s. 6d. Such benefits shall not be deducted from a claim when member dies. No member to be paid more than one claim for death of wife. All applications for Funeral Benefit must be made to the Secretary, along with a certificate of death. Should it be necessary to bury before application is made, the Secretary/Treasurer shall take charge of the funeral arrangements, and deduct the

expenses incurred from Funeral Benefit. The above benefits will only be paid on production of Registrar's Certificate.

(b) Members taking a Clearance Card for abroad shall be entitled to the Funeral Allowance up till 13 weeks have elapsed from the date of their last payment.

### 16.—Nominations.

A member, not being under the age of sixteen years, may, by writing under his hand delivered at or sent to the Registered Office, nominate any person not being an officer or servant of the Union (unless such officer or servant is the husband, wife, father, mother, child, brother, sister, nephew, or niece of the nominator) to whom any money payable on the death of such member, not exceeding £12, shall be paid at his decease, and may from time to time revoke or vary such nominations by writing under his hand similarly delivered or sent; and on receiving satisfactory proof of the death of a nominator, the Union shall pay to the nominee the amount due to the deceased member, not exceeding the sum aforesaid.

### 17.—Districts.

(a) The Union shall be divided into Districts, as follows :—

- No. 1 District covered by ABERDEEN as centre—Aberdeen, Banchory, Banff, Buckie, Dingwall, Elgin, Ellon, Forres, Fochabers, Fraserburgh, Huntly, Inverness, Inverurie, Islay, Keith, Kirkwall, Lerwick, Nairn, New Pitsligo, Peterhead, Stornoway, Thurso, Turriff, Wick.
- No. 2 District covered by DUNDEE as centre — Aberfeldy, Arbroath, Auchterarder, Blairgowrie Brechin, Carnoustie, Crieff, Dundee, Forfar, Kirriemuir, Montrose, Perth.
- No. 3 District covered by DUNFERMLINE as centre—Cowdenbeath, Cupar-Fife, Dunfermline, Kirkcaldy, Leslie, Leven, St. Andrews.
- No. 4 District covered by EDINBURGH as centre—Armada, Bathgate, Broxburn, Berwick on Tweed, Coldstream, Edinburgh, Galashiels, Gorebridge, Haddington, Hawick, Jedburgh, Kelso, Leith, Musselburgh, Peebles, Selkirk, Tranent, West Calder.

- No. 5 District covered by FALKIRK as centre — Alloa, Bo'ness, Falkirk, Kilsyth, Oban, Stirling.
- No. 6 District covered by KILMARNOCK as centre—Auchinleck, Ayr, Campbeltown, Dalmellington, Dumfries, Girvan, Irvine, Kilbirnie, Kilmarnock, Kilwinning, Kirkcudbright, Langholm, Largs, Lockerbie, Maybole, Newton Stewart, Stevenston, Stranraer, Troon.
- No. 7 District covered by HAMILTON as centre — Airdrie, Bellshill, Carluke, Coatbridge, Hamilton, Lanark, Motherwell, Shotts, Wishaw.
- No. 8 District covered by GLASGOW as centre — Dunoon, Fort William, Glasgow, Greenock, Kirkintilloch, Paisley, Port Glasgow, Vale of Leven.

All branches in their respective districts must be members of same, and must conform to district rules. The Executive Council shall have the final decision as to allocation of branches to districts.

(b) The districts shall meet once a Quarter or oftener if by instruction of the Executive Council. The Quarterly Meetings shall be held in the months of January, April, July, and October.

(c) The basis of representation to District Meetings shall be in accordance with National Rule 10, Clause (b).

(d) Each District shall meet for the purpose of considering the conditions as to hours and wages under National agreement, and instruct their Executive Council representatives thereon. The District may ask, through the Secretary/Treasurer, for the services of an Organiser to visit the District for the purpose of organising.

(e) Delegates appointed by their Branch to attend District Meetings, or meeting convened by the Executive Council, shall be paid third-class return railway fare, or actual fare paid, along with 20s. fee, from the National Fund. These meetings shall have a representative from the Executive Council in attendance who shall take part in the proceedings but have no vote. Delegates attending District Meetings not convened by the Executive Council shall be paid from Local Fund, as per National Rule.

### 18.—Control of Machinery.

(a) With the exception of the engines supplying the motive power, all machines which are used in the making of articles produced in the baking trade must be worked by operative bakers who must be members of the Union.

(b) Where machinery is driven by electricity, gas, or steam power, that at least two men shall be employed thereat.

### 19.—Apprentices.

(a) All apprentices must be members of the Union and must not be under fifteen years, nor more than nineteen years of age, when starting their apprenticeship. All apprentices must serve the full period of five years, after which they shall be recognised as journeymen. Working conditions and hours of labour of all apprentices shall be decided upon between the employer and the Union in the Working Agreement. No person to be allowed to work in bakehouse before they reach the age of fifteen years.

(b) Apprentices shall not be allowed to board or lodge in their employer's house. Members working where this Rule is infringed to be dealt with as their respective Committees deem proper.

(c) Restriction of Numbers.—The maximum number of Apprentice Bakers employed in any establishment shall be related to the number of Journeymen Bakers (including Dough-makers and Ovensmen) regularly employed in that establishment in accordance with the following scale :—

- |   |                         |
|---|-------------------------|
| (1) Where not more than 3 Journeymen Bakers are regularly employed ... ..   | 1 apprentice            |
| (2) Where 4 or 5 Journeymen Bakers are regularly employed ... ..  | 2 apprentices           |
| (3) Where more than 5, but not more than 10 Journeymen Bakers are regularly employed ... ..                                       | 3 apprentices           |
| (4) Where more than 10 Journeymen Bakers are regularly employed, for each additional complete group of 5 Journeymen Bakers ... .. | 1 additional apprentice |

(d) They shall be allowed to attend all branch meetings and take part in discussion, and shall have a vote.

#### 20.—Members.

(a) Any member removing to another branch shall report and show his Pence Card to the Branch Secretary and must do this within seven days and shall be transferred by Clearance Card at the end of the Quarter in which he transfers showing that he is clear of all arrears at the end of the current Quarter. For the purpose of keeping the Membership Register up-to-date, Branch Secretaries must intimate to the Registered Office the Name, Address, and Registered Number of all members transferred into their branch, and Clearance Cards shall be sent to the office along with Quarterly Returns which will be a guarantee that the member has paid assessments up-to-date in the branch from which he has been transferred. He shall be received with courtesy in the branch to which he has gone and will be entitled to all the benefits of the branch which he has entered and must comply with local bye-laws and pay his assessments thereto.

(b) No member shall remove to a branch where a strike is pending or is taking place, or where an encroachment is being resisted. Any member doing so shall be unconditionally treated as a non-member, and in the event of any member being instructed to sign his strike notice, and failing to do so, shall be treated as a non-member, and notification of his expulsion shall be forwarded by the branch secretary to the person concerned. Any member negotiating with employers for any alteration of the Agreement shall be fined the minimum sum of £5, or may be expelled from the Union.

(c) Members removing from one branch to another must, in addition to their Clearance Cards, produce their Pence Card. Failing to do so, the member must deposit 2s. 6d. until the branch he has left be communicated with, and his Card transmitted. His deposit shall then be refunded.

(d) Unless a member has been thirteen weeks in membership of the Union, a Clearance Card shall only be granted at the discretion of his Branch Committee, and the branch where in it is deposited shall have power to assess the member any

difference of entry money between the two branches, and all Clearance Cards shall be sent to the Registered Office immediately after being accepted, as per Clause (a).

(e) Transfer Cards shall be interchangeable with the Amalgamated Union of Bakers and Confectioners of England, the National Union of Seamen, and any other Union that the Executive Council may arrange with. Members so transferring will be entitled to benefits for Funeral and Unemployment, as per National Rule, up to a period of six months from date of transfer.

(f) A member must give and take a week's notice—from pay day to pay day—of the termination of his service with an employer.

(g) Members becoming employers or members of an Employers' Association shall take no active part in the work of the Union, and members, while working away from the trade, shall take no official part in the work of the Union.

(h) Any member who has been expelled from, or any applicant for membership whose application has been refused by one branch of the Union shall not be allowed to join another branch until his case has been adjudicated upon by the Executive Council. The first branch will be represented at any interview granted such member, or applicant, by the Executive Council, and allowed to express the view of the branch.

(i) Any member allowing his assessments or levies to run over 13 weeks in arrears shall be considered a non-member, forfeiting all benefits from the funds and privileges of the Union.

(j) No member shall engage on any other terms than a cash wage.

(k) Any man joining or rejoining the Union at the age of 60 years shall only be entitled to Funeral Benefit as per Rule, and trade protection during a dispute, for which he shall pay 6d. per week to the National Fund.

(l) Any member who may bring discredit upon the Union, or in any way traduce the officials of the Union, may be dealt with by the Executive Council.

(m) Bakery workers shall be allowed to attend all Branch Meetings, take part in discussion and shall have a vote by ballot or otherwise when they reach the age of 18 years.

### Rule 21.—Non-Members Law.

All workers engaged by an employer shall require to be members of the Union, or to apply for membership of the Union within 30 days of entering upon such employment, provided that it shall be open to the employer or the worker to seek permission of the National Joint Reference Committee, as established by the National Conciliation Agreement between the Union and Employers' Organisations, dated 21-11-44, for exemption of such worker from the terms of this rule, stating the grounds on which exemption is sought.

### 22.—Branches.

(a) Branches of the Union shall make bye-laws for their own government, in accordance with the General Rules of the Union, which must be endorsed by the Executive Council before becoming operative. They must have an efficient staff of officials and committee to conduct their business. The officials and committee to be appointed at a duly constituted meeting of the branch and must be over 21 years of age, and must be a member of the Union for 12 months before being elected to official positions in the branch.

(b) The Secretary shall correctly fill up the prescribed form, as printed in Appendix provided from the Registered Office, for Quarterly Returns (quarters ending as per pence cards).

(c) Failing to receive from any branch their assessments within the said period of three weeks from the end of each quarter, the Executive Council shall reserve the right to fine the branch at their discretion.

(d) The Branch Treasurer shall remit to the National Union quarterly, in addition to any other sums due to the National Fund, the National Entrance Fees and National Assessments, in accordance with Rule 2, along with signed Audit Certificate, as follows :—

Bakers and Confectioners, working members ...	1s. 3d.
Bakers and Confectioners, unemployed members	6d.
Bakers and Confectioners, jobbing full week ...	1s. 3d.
Journeymen Members working away from trade	9d.
Male Bakery Workers, working members ...	6d.
Male Bakery Workers, unemployed members ...	4d.
Female Bakery Workers, working members ...	6d.
Female Bakery Workers, unemployed members...	2d.
Female Bakery Workers, 18 to 21 ...	4d.
Junior Female Bakery Workers (from 16 to 18 years of age) ...	2d.
Bakers and Confectioners, while sick ...	3d.
Male Bakery Workers, while sick ...	3d.
Female Bakery Workers, while sick ...	3d.
Apprentices, while sick ...	2d.
Aged and Infirm members ...	1d.
Honorary Members after 20 years' membership	Free
Apprentices four years at the trade ...	9d.
Other Apprentices ...	2d.
Apprentices unemployed in the last year of their apprenticeship ...	6d.
Entrance Fee for each new member, Baker and Confectioner ...	10s.
Entrance Fee for each apprentice four years at the trade ...	5s.

### 23.—Local Expenses.

(a) To meet local expenses branches shall retain a rebate of 12½ per cent. from National Dues.

(b) No expense incurred by branches can be made chargeable to National Fund unless the authority of the Executive Council has been previously asked for and sanction given. All expenses incurred by branches in distributing Monthly Reports and other literature, and all local deputation expenses must be defrayed by branches.

(c) Any branch or district requiring an organiser for any period on nothing but local business shall be empowered to elect one themselves. The Executive Council shall be responsible for 25 per cent. of his wages and shall be supplied monthly with a report of work done.

(d) The Political Fund shall consist of an allocation of 2s. per member per annum from the contributions of those members who have not signed their Contracting-out Forms.

(e) The Executive Council may remit to any branch making application therefor an amount or amounts not exceeding one quarter of the sum allocated to the Political Fund from the receipts remitted by such branch, provided that acceptable assurances are forthcoming that the money will be disbursed locally on political objects which are in harmony with the national policy of the Union.

(f) Three per cent. of the contributions to the Political Fund shall be allocated to the General Funds of the Union for Management expenses.

(g) For the purpose of the Secretary/Treasurer submitting Annual Returns as per Form A.R. 21., to the Registrar, branch secretaries shall, not later than the 31st Day of January each year, account for all moneys allocated under clause (a), (d), and (e) of this Rule.

#### 24.—Disputes.

Members of the Union who feel aggrieved at any decision arrived at by their branch shall be allowed to appeal, through their branch officials, to the Executive Council, who shall act as arbiters thereon.

#### 25.—Unemployed Benefit.

(a) Any clear member complying with the Rules shall be entitled to benefit on the following scales :—

**Benefits for One Year's Membership.**—Members with one year's membership shall be entitled to **ten weeks'** benefit after one year's contributions have been paid.

##### **Benefits for One Year's Membership :**

Bakers and Confectioners—Totally Unem-	
ployed ... ..	17/- per week
Bakery Workers (Male or Female)—Totally	
Unemployed ... ..	13/- per week

**Benefits for Two Years' Membership.**—Members with two years' membership shall be entitled to **twenty weeks'** benefit after two years' contributions have been paid.

##### **Benefits for Two Years' Membership :**

Bakers and Confectioners—Totally Unem-	
ployed ... ..	24/- per week
Bakery Workers (Male or Female)—Totally	
Unemployed ... ..	17/- per week

After two years' contributions have been paid, members are entitled to **twenty weeks'** benefit in any one year—each year to count from the date of the first payment. Said sums to be paid whether in successive weeks or not. These benefits are paid less all weekly contributions.

Addendum to payments covering unemployment benefits in accordance with clause (a) ; "Any clear member who is entitled to a sum of over 5s. in any one week shall, if he so desires, have the difference of the amount due to him credited to him, so that it may be spread over his benefit year. He shall be entitled to whatever sum is lying to his credit at the expiry of his benefit year."

A Female Bakery Worker must pay one year's assessments on the higher rate before being entitled to unemployment benefit.

(b) An unemployed Register Book will be provided for each branch, so that their unemployed members who are available for work, looking for work, will have an opportunity of signing same, at place and time determined by the branch. Members shall sign their name twice weekly at time fixed by the branch, unless member resides three miles from the place. If he neglects to do so he will be counted as working and forfeit one day's allowance for each neglect, but if any member resides more than three miles from place where unemployment book is kept, unemployed vouchers must be attested by two householders or Labour Exchange.

(c) Should any member entitled to Unemployment Benefit neglect to attend personally at the proper time and place appointed for paying same, he shall receive no benefit until

the following pay-day, unless he can satisfy the branch officials that the omission was accidental or unavoidable.

(d) Any member wilfully misleading the branch officials in order to obtain this benefit, or part thereof, shall be tried by his branch committee, and, if found guilty, be fined any sum not exceeding £1, and refund all benefit he may have received in consequence of his action, and shall be disqualified from all benefit specified in clause (a) in any one year.

(e) If any member, when in receipt of this benefit, has the offer of work, or informed where he can obtain work and should he refuse to accept, or neglect to look after such, provided that it be at his own trade, without giving satisfactory reason to his branch, he shall have no claim as specified in clause (a) until the expiry of ten weeks.

(f) The Executive Council and Branch Committees reserve the power of dealing with cases of suspected impostures, and calling upon members for explanations for periods of idleness in their opinion excessively repeated or prolonged, and the Executive Council reserve the right to suspend payment of further unemployment benefit.

(g) Members who have been out of work through sickness, and who fail to find employment after their recovery, shall be entitled to receive Unemployment Benefit on proving to their branch by production of a Doctor's Certificate, that they are again able for work, if they are otherwise entitled thereto as per rule.

(h) Members losing employment through keeping bad time, disorderly conduct, or any other avoidable cause, shall not be entitled to Unemployed Benefit for the succeeding six weeks, and members leaving their employment on their own responsibility without good cause shall not be entitled to come on Unemployment Benefit until they have been again in employment for four weeks; but it be competent for a branch, with the concurrence of the Executive Council to take into consideration extenuating circumstances.

(i) Any journeyman member of the Union on reaching the age of 65 years who desires to retire from industry, either through superannuation or otherwise, will be entitled to com-

mute his unemployed benefit for the sum of £12 (Twelve Pounds) with no further claim for benefit outwith National Rule 15, providing that he has at least 20 years' membership and has not received more than £70 (Seventy Pounds) in benefits from 1st January, 1940. Male Bakery Workers and Female Bakery Workers if complying with above conditions will be entitled to commute their unemployment benefit for the sum of £7 (Seven Pounds) in the case of Male Bakery Workers, and £5 (Five Pounds) in the case of Female Bakery Workers, after 20 years' membership, providing they have not received more than £20 (Twenty Pounds) in the case of Male Bakery Workers, and £15 (Fifteen Pounds) in the case of Female Bakery Workers, from 1st January, 1940. Members who have ceased work prior to reaching the age of 65 years because of sickness or for any other reason shall have their claim considered in accordance with clause (j). Branch Committees must satisfy themselves that all claims submitted on behalf of members are in accordance with the above stipulation. Branches making claims and receiving benefit on behalf of members not entitled to same will be surcharged to the amount received.

(j) The Executive Council shall be invested with discretionary powers to deal with exceptional cases where men have not reached the age of 65 years, who desire to retire from industry and apply for Commutation Benefit.

(k) A member desiring to go abroad and in receipt of Unemployment Benefit will receive a grant in respect of the vouchers still to his credit when about to sail. Any member paying away from the trade rates shall not be entitled to unemployed benefit until he has returned to the trade and has worked for four weeks.

## 26.—Marriage Dowry.

(a) Any Female Members, after three years' membership, shall be entitled to receive £2 as Marriage Dowry.

## 27.—Alterations to Rules.

These Rules may be altered by a two-third majority vote of the delegates at meetings convened for their revision by the

Executive Council. Any proposed amendments must be intimated to the Secretary/Treasurer at least six weeks previous to the meeting of delegates, and a digest of such business must be sent by him to all branches at least four weeks previous to said meeting of delegates. No new Rules or Amendments to Rules are valid until registered, thereafter the Executive Council shall notify branch secretaries the precise date on which they shall be made operative.

### **28.—Registration of Members.**

A register of the names and addresses of all members to be kept at the Registered Office, together with the date of joining and such other particulars deemed necessary for the purpose of compiling a complete register, and all members on joining the Union must fill up and complete an Application Form, and hand it to his branch secretary, who shall forward same to the Registered Office.

### **29.—Copies of Rules and Annual Accounts.**

A copy of these Rules shall be supplied to members free, or any person on demand, at 6d. per copy. Copies of Annual Statement shall be supplied gratuitously to every person interested on demand, and the Secretary/Treasurer shall supply them accordingly.

### **30.—Dissolution of the Union.**

The Union can only be dissolved at a Special Delegate Meeting, convened for the purpose, by requisition of a majority of the branches. No finding to be effectual unless by a majority of at least two-thirds of the Delegates present. Notice of dissolution shall be sent within 14 days to the Registrar in the form prescribed by the Treasury Regulations.

## **STANDING ORDERS FOR DELEGATE MEETING.**

1.—A committee of five delegates shall be elected from the Conference, whose duty it shall be to examine all credentials and to report to the Conference if they are proper or otherwise. They shall see to the proper conducting of the business of the Delegate Meeting in accordance with the Standing Orders, and have full control of the distribution of all the literature, introduction of deputations, and other special and important business not otherwise provided for in the Standing Orders.

2.—The mover of a resolution shall be allowed ten minutes, and each succeeding speaker five minutes. No one shall speak more than once on a question, except the movers of the amendment and original resolution, who shall be allowed five minutes each to reply—the mover of the original resolution to be the last to speak.

3.—The voting shall be by show of hands, and a sufficient number of delegates shall be appointed Tellers, whose ruling as to numbers shall be final, except in cases of dispute, when the Chairman shall order a recount.

4.—The "previous question" shall not be entertained unless the Chairman is satisfied that the matter has been adequately discussed, and shall be moved without comment, the votes thereon to be at once taken—a majority to decide.

5.—Any delegate feeling aggrieved may challenge the Chairman's decision, and claim a vote, when a majority shall decide.

6.—No member shall be allowed to leave the Delegate Meeting without first receiving the sanction of the Chairman. Members not present at the roll-call to be dealt with by the Standing Orders Committee, who shall report to the Delegate Meeting.

7.—The Delegate Meeting may grant the suspension of Standing Orders in cases of urgency to allow business to be proceeded with, where no previous notice has been given, by a majority vote of two-thirds of the members present. This shall not apply to finance.

8.—No second amendment, or rider to an original resolution, shall be moved until the first amendment is disposed of. If the first amendment be carried, it itself becomes a question open to further amendment; if it be negatived, then any second

amendment may be moved upon the original submitted, but only one amendment shall be allowed before the meeting at one time.

9.—All delegates must vote for or against any question submitted by the Chairman or retire from the meeting while the vote is being taken.

10.—That in regard to question of Union policy industrial and/or political, the National Organisers shall have the right to take part in debate in an advisory capacity. Unless called upon by the Chairman, they shall offer no opinion as to matters contained in the Minutes of the Executive Council or upon questions of Finance.

#### Rules for Political Fund.

1. The Objects of the Scottish Union of Bakers, Confectioners, Biscuit Bakers and Bakery Workers shall include the furtherance of the political objects to which Section 3 of the Trade Union Act, 1913, applies, that is to say, the expenditure of money—

- (a) on the payment of any expenses incurred either directly or indirectly by a candidate or prospective candidate for election to Parliament or to any public office, before, during, or after the election in connection with his candidature or election; or
- (b) on the holding of any meeting or the distribution of any literature or documents in support of any such candidate or prospective candidate;
- (c) on the maintenance of any person who is a member of Parliament or who holds a public office; or
- (d) in connection with the registration of electors or the selection of a candidate for Parliament or any public office; or
- (e) on the holding of political meetings of any kind, or on the distribution of political literature or political documents of any kind, unless the main purpose of the meetings or of the distribution of the literature or documents is the furtherance of statutory objects within the meaning of the Act, that is to say, the regulation of the relations between workmen and masters, or between

workmen and workmen, or between masters and masters, or the imposing of restrictive conditions on the conduct of any trade or business, and also the provision of benefits to members.

The expression "public office" in this rule means the office of member of any county, county borough, district, or parish council, or board of guardians, or of any public body who have power to raise money, either directly or indirectly, by means of a rate.

2. Any payments in the furtherance of such political objects shall be made out of a separate fund (hereinafter called the political fund of the Union).

3. The Executive Committee, as soon as practicable after the approval of this partial alteration of rules by the Chief Registrar of Friendly Societies, shall cause a notice in the following form to be given to each member of the Union:—

#### "Trade Disputes and Trade Unions Act, 1946

Every member of the Union who does not object to contribute to the separate fund for payments in furtherance of political objects within the meaning of the Trade Union Act, 1913, will contribute to that fund. Every member of the Union has the right to be exempt from contributing to it. A form of exemption notice may be obtained by or on behalf of any member either by application at, or by post from, the general office or any branch office of the Union or from the Registrar of Friendly Societies for Scotland, 19 Heriot Row, Edinburgh. Such form, when filled in, should be handed or sent to the Secretary of the branch to which the member belongs. An exemption notice given within one month after the date of this notice will take effect as from the date on which it is given. Should a notice be given after one month from that date it will operate as from the following 1st January."

Such notice shall be published in such manner, whether in the Union's journal or report or otherwise, as notices are usually given by the Union or its branches to its members, and shall also be posted up and kept posted up for at least twelve months in a conspicuous place, accessible to members, at the office or meeting-place of each branch of the Union, and the Secretary of each branch shall take steps to secure that every

member of the branch, as far as practicable, receives a copy of such notice, and shall supply a copy to any member at his request. The Executive Committee shall provide the Secretary of each branch with a number of notices sufficient for this purpose.

4. The form of exemption notice shall be as follows :—  
 Scottish Union of Bakers, Confectioners, Biscuit Bakers  
 and Bakery Workers.

Political Fund (Exemption Notice).

I hereby give notice that I object to contribute to the political fund of the Scottish Union of Bakers, Confectioners, Biscuit Bakers and Bakery Workers, and am in consequence exempt, in manner provided by the Trade Union Act, 1913, from contributing to that fund.

Signature .....

Name of Branch .....

Address.....

Date..... day of..... 19.....

The Executive Committee shall provide a sufficient number of such forms at the general office and at each branch office of the Union for such members of the Union as require them ; and a copy of such form shall be delivered either by the Executive Committee or by the Secretary of any branch to any member on his request, or on a request made on his behalf either personally or by post.

5. Any member of the Union may at any time give notice on such form of exemption notice or on a form to the like effect that he objects to contribute to the political fund of the Union. Such notice shall be sent to the Secretary of the branch to which the member belongs and, on receiving it, the Secretary shall send an acknowledgment of its receipt to the member at the address appearing up on the notice, and shall inform the Secretary/Treasurer of the name and address of the member.

6. On giving such notice, a member of the Union shall be exempt, so long as his notice is not withdrawn, from contributing to the political fund of the Union as from the first day of

January next after the notice is given, or, in the case of a notice given within one month after the notice given to members under Rule 3 hereof or after the date on which a new member admitted to the Union is supplied with a copy of these rules under Rule 12 hereof, as from the date on which the member's notice is given.

7. The Executive Committee shall give effect to the exemption of members to contribute to the political fund of the Union by relieving any members who are exempt from the payment of part of any periodical contributions required from the members of the Union towards the expenses of the Union as hereinafter provided and such relief shall be given as far as possible to all members who are exempt on the occasion of the same periodical payment.

For the purpose of enabling each member of the Union to know as respects any such periodical contribution what portion, if any, of the sum payable by him is a contribution to the political fund of the Union, it is hereby provided that 6d. of each [quarterly] contribution is a contribution to the political fund of the Union, and that any member who is exempt as aforesaid, shall be relieved from payment of the said sum of 6d., and shall only pay the remainder of such contribution only.

8. A member who is exempt from the obligation to contribute to the political fund of the Union shall not be excluded from any benefits of the Union, or placed in any respect either directly or indirectly under any disability or disadvantage as compared with other members of the Union (except in relation to the control or management of the political fund of the Union) by reason of his being so exempt.

9. Contribution to the political fund of the Union shall not be made a condition for admission to the Union.

10. If any member alleges that he is aggrieved by a breach of any of these rules for the political fund of the Union, he may complain to the Registrar of Friendly Societies for Scotland, and the Registrar, after giving the complainant and any representative of the Union an opportunity of being heard, may, if he considers that such a breach has been committed, make such order for remedying the breach as he thinks just in the circumstances ; and any such order of the Registrar shall be binding

and conclusive on all parties without appeal and shall not be removable into any court of law or restrainable by injunction, and on being recorded in the county court, may be enforced as if it had been an order of the county court.

11. Any member may withdraw his notice of exemption on notifying his desire to that effect to the Secretary of his branch, who shall thereupon send such member an acknowledgment of receipt of the notification and inform the Secretary/Treasurer of the name and address of the member so withdrawing.

12. The Executive Committee shall cause to be printed, as soon as practicable after the approval and registration of these rules for the political fund of the Union, a number of copies thereof having at the end copies of the certificates of approval and registration sufficient for the members of the Union, and a further number for new members, and shall send to the Secretary of each branch a number of copies sufficient for the members of the branch. The Secretary of each branch shall take steps to secure that every member of the branch, so far as practicable, receives a copy of these rules, and shall supply a copy to any member at his request. A copy thereof shall also be supplied forthwith to every new member on his admission to the Union.

13. A return in respect to the political fund of the Union shall be transmitted by the Union to the Registrar of Friendly Societies for Scotland before the first day of June in every year prepared and made up to such date and in such form and comprising such particulars as the Registrar may from time to time require, and every member of the Union shall be entitled to receive a copy of such return, on application to the Secretary/Treasurer of the Union, without making any payment for the same.

#### **Parliamentary Representation Scheme.**

1.—That branches shall be asked to submit names of prospective candidates for Parliamentary Elections to the Executive Council for the purpose of forming a Panel of Candidates.

2.—This panel to consist of one or more names. The Executive Council to determine the number in accordance with the Political Fund at their disposal.

3.—No person to be eligible for nomination unless they have been a political member for at least five years, and who is not more than 55 years of age at time of nomination.

4.—Members of the Union who seek election to Parliament other than through the medium of the Parliamentary Representation Scheme may make application for financial assistance. Such application to be considered by the Executive Council. Their decision with regard to the grant to be made (if any) to be final. All questions of financial assistance or expenses to members of the Panel who may be elected to Parliament to be dealt with by the Executive Council.

5.—In the event of an official of the Union being returned to Parliament as a member of the Panel they shall be retained in the services of the Union and give an undertaking to the Executive Council to be at the disposal of the Union. Should they fail to secure election they shall be given a position in the Union.

6.—The payment of retaining fees and other necessary expenses in connection with Parliamentary Candidates shall be left in the hands of the Executive Council.

Signatures of seven members of the executive body of the trade union.

PHILIP McMILLAN, National President  
WILLIAM I. BROWN, Vice-President  
GEORGE PONT, E.C. Member  
ROBERT G. BARR, E.C. Member  
DAVID CARMICHAEL, E.C. Member  
JOHN L. BROWN, E.C. Member  
WILLIAM MOWBRAY, Secretary-Treasurer

**APPENDIX**

Form 14A.

**TRADE UNION ACT, 1913.****Certificate of Approval of Political Fund Rules**

**SCOTTISH UNION OF BAKERS, CONFECTIONERS,  
BISCUIT BAKERS, AND BAKERY WORKERS**  
Register No. 59 T(S).

I hereby approve the rules for the political fund of the above Union contained in the foregoing complete alteration of rules for the purposes of section 3 (1) of the Trade Union Act, 1913. Given this 27th day of February, 1951.

**CHILTON L. ADDISON SMITH,**  
Assistant Registrar for Scotland,  
19 Heriot Row, Edinburgh, 8.

Copy kept.

Form G.  
Reg. 10.

**TRADE UNION ACTS, 1871 TO 1927.****Certificate of Registry of Complete Alteration of Rules**

**SCOTTISH UNION OF BAKERS, CONFECTIONERS,  
BISCUIT BAKERS AND BAKERY WORKERS**  
Register No. 59 T(S.)

It is hereby certified that the set of rules, copy whereof is appended hereto, has been registered under the above-mentioned Acts, in substitution for the set of rules already registered for the above-mentioned Trade Union, this 27th day of February, 1951.

**CHILTON L. ADDISON SMITH,**  
Assistant Registrar for Scotland,  
19 Heriot Row, Edinburgh, 8.

Copy kept.

Total Assessments ... .. £ : :  
Entry Fees—Journeyman ... .. £ : :  
Apprentices ... .. : :  
Bakery Workers ... .. : :

Total ... .. £ : :

Total ... .. £ : :  
Deduct Non-Political at 6d. ... .. £ : :  
Total Quarterly Dues ... .. £ : :  
Deduct 12½% Rebate ... .. £ : :

Net Quarterly Dues ... .. £ : :

**Benefits Received during the Quarter—**

Unemployed Benefit ... .. £ : :  
Funeral Benefit ... .. £ : :  
Any other Benefits authorised by E.C. ... .. £ : :

Total ... .. £ : :

If above Benefits are deducted from Quarterly  
Dues, state Actual Cash remitted to Office ... .. £ : :

(Signed).....Branch Treasurer.

(Signed).....Branch Secretary.

**Statement of Membership as per Rule 22, Clause (b).**

Number of Journeymen at close of last Quarter .....  
Add—New Journeymen Members enrolling  
during Quarter ... ..  
Admitted by Clearance Card ... ..  
Apprentices become Journeymen ... ..

Total ... ..

## APPENDIX—continued.

Deduct—Members Lapsed or  
 Expelled ... ..  
 Died during Quarter ... ..  
 Granted Clearance Cards ... ..  
 Total ... ..

Show Present Journeymen Membership ... ..

Number of Apprentices at close of last Quarter ... ..  
 Add—New Apprentices enrolled ... ..

Total ... ..  
 Deduct — Apprentices become  
 Journeymen ... ..  
 Apprentices lapsed ... ..  
 Total ... ..

Show present Apprenticeship Members ... ..

Number of Bakery Workers at close of last  
 Quarter ... ..  
 Add—New Bakery Workers enrolled ... ..

Total ... ..  
 Deduct—Bakery Workers lapsed ... ..  
 Bakery Workers Died... ..  
 Total ... ..

Show present Bakery Worker Membership—  
 Male ... ..  
 Female ... ..

Total ... ..

## APPENDIX—continued.

Minimum Wage, Stabilised or Board of Trade  
 figures ... ..

N.B. — Give detailed account of Members who  
 have been Expelled, Lapsed, or died during the  
 Quarter, over the leaf.

**12½% Rebate to Branches.**—To meet requirements  
 of Registrar, state on the column provided below how  
 this Rebate is expended Quarterly.

**Political.**—6d. per Contracted-In Member will be  
 returned for Quarter ending December, and state how  
 same is expended, as per Rule 23, Clause (g), in the  
 last Quarterly Return Sheet of each year.

**12½% per cent. REBATE EXPENDITURE (Quarterly).**

Officials' Salaries ... .. £ : :  
 Hall Rents ... .. : :  
 Postages ... .. : :  
 Stationery, etc. ... .. : :

Total ... ..

**25 per cent. POLITICAL EXPENDITURE.**

Affiliation Fees to Burgh or Local Labour Party £ : :  
 £ : :

**ALTERATIONS IN MEMBERSHIP.**

Regd. No.	ADDED TO ROLL (New Mem- bers and C.C. Accepted). Give Names of New Members and Entry Money charged for each, as per Rule 2, Clause (b)	Regd. No.	DEDUCTED FROM ROLL (Lapsed, Expelled, Died and C.C. Granted).

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