

Driver & General Union



Rule book

CONSTITUTION

www.driverandgeneralunion.com

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RULE BOOK

CONSTITUTION

A. NAME AND OFFICES:

1. The name of the union will be Driver & General union or such other name as the executive council may from time to time decide.
2. The main office is Kennedy House, Murray Road, St Pauls Cray, Orpington, Kent, BR5 3QY.

B. ADMINISTRATION:

Subject to the matters set out below the union and its property shall be administered and managed in accordance with this constitution by the members of the executive council, constituted by clause H of this constitution (The Executive Council).

C. AIMS:

1. To recruit, organise and represent all workers.
2. To regulate relations between employees and employers and between employees themselves.
3. To maintain and improve wages and conditions, and make employment as secure as possible and promote industrial democracy.
4. To achieve and maintain equal pay for women, promote equal opportunities within the union, the workplace and society in general, and end discrimination against people because of their sex, race, nationality, religious beliefs, disability, age, marital status or sexuality.
5. Provide benefits (including legal help to members in line with our rules.)
6. To promote training and educating members in relation to the activities they carry out on our behalf.
7. To promote or support legislation in the interest of members, especially those laws relating the legal rights of trade unions, industrial health, safety and welfare, social and economic welfare and environmental protection.
8. To promote the social, moral and intellectual interests of our members.

D. POWERS: (Changing and amending rules)

In furtherance of the aims but not otherwise the executive council may Exercise the following powers:

1. Power to raise funds and to invite and receive contributions provided that in raising funds the executive council shall confirm to any relevant requirement of the law.
2. Power to buy, take on lease or in exchange any property necessary for the achievement of the aims and to maintain and equip it for use.
3. Power to sell, lease or dispose of all or any part of the property of the union.
4. Power to borrow money and to charge all or any part of the property of the union with repayment of the money so borrowed.

5. Power to employ such staff (who shall not be members of the executive council) as are necessary for the proper pursuit of the aims.
6. Power to cooperate with other unions, charities, voluntary bodies and statutory authorities operating in furtherance of the aims or of similar union purposes and to exchange information and advice with them.
7. Power to establish or support any causes, associations or institutions formed for all or any of the aims.
8. Power to appoint and constitute such advisory committees as the executive council may think fit.
9. Power to do all such other lawful things as is necessary to make the achievements of the aims.
10. No new rules can be made, or any of these rules changed, amended or cancelled unless agreed by majority vote from the permanent members of the executive council.

E. DISSOLVING THE UNION

The union may be dissolved (formally ended) by a vote of five sixths of the whole of the financial members.

MEMBERSHIP

F. MEMBERSHIP.

1. The Executive Council shall define the categories of membership. Where the Union organises or represents persons engaged in an occupation or seeks to do so, any person engaged in that occupation shall be eligible for membership of the Union, subject to these rules.
2. There shall be a category of membership for those members who are unable to follow employment because of retirement or permanent disablement. The Executive Council shall determine the qualifications for membership of this category as well as the level of contributions and entitlement to benefit.
3. Any eligible person may apply for membership by completing the appropriate application form agreeing to be bound by the rules of the Union and submitting it to the Union office or by electronic means as may be provided for via the Union's website. An applicant shall become a member when his/her application has been approved and he/she has been entered into the register of members. Such approval process may require receipt by the Union of the contribution applicable under these rules.
4. Each member must notify the Union's membership department of any subsequent change of address, and in the absence of such notice the Union shall be entitled to treat the address shown on that member's application form as the member's address for all correspondence.
5. Each member must notify the Union's membership department of any subsequent change of workplace or contribution category status.
6. The Executive Council may reject an application if in its opinion the conduct of the applicant has at any time been such as would justify a

disciplinary charge under these rules against a member of the Union who behaved in a similar fashion.

7. The Executive Council has the power to suspend a member from benefit or ban them from holding any Driver & General union office, or ban a member from taking part in Driver & General union business and affairs, in any case for as long as the council feels necessary.

a. If they believe the member is guilty of trying to harm the union or acting against the rules.

b. If the member makes or in anyway associates themselves with any defamatory or abusive comments made against any union representatives.

c. If the member, alone or together with any other member or people opposes or acts against any of our policies.

d. If the member acts against the best interest of the Driver & General Union.

e. If the member encourages or takes part in the activities of any organisation or group whose policies or aims are racist or promotes racist beliefs, or for any other sufficient reason.

f. Every member will have a reasonable opportunity to appeal against the suspension or cancellation by means of a hearing either in written or oral form by the Executive Council.

8. Every member has the right to complain and can appeal in writing to the Executive Council. The decision of the Executive Council will be final.

G. MEMBERSHIP CONTRIBUTIONS and BENEFITS

1. It shall be the personal responsibility of the member to maintain contributions and avoid arrears in all circumstances. Any period during which a member's contributions are 6 or more weeks in arrears shall break continuity of membership and therefore will terminate. Where a member establishes to the satisfaction of the Executive council that the arrears arose through no fault of that member, may apply for reinstatement which may be allowed on such terms as to the payment of outstanding arrears as the Executive Council may consider appropriate.

2. The Executive Council shall determine the period of membership necessary prior to the member attaining eligibility for benefits, and any period during which contributions are in arrears which shall remove such eligibility.

3. The Executive Council shall determine the level of contributions for each category of membership.

4. The Executive Council shall determine the scope and level of benefits.

5. The Union shall pay dispute benefit in such circumstances and on such terms as are decided by the Executive Council from time to time.

6. The Union will provide legal assistance, as follows:

a. A member who is entitled to benefit who suffers injury or disease arising out of or in connection with his/her employment (or the dependants of such a member who has died) shall be entitled to such legal advice and representation, and on such terms, as the Executive Council may consider appropriate.

- b. A member seeking legal assistance must ensure that a request in the appropriate form is lodged in sufficient time and with sufficient information to enable the request to be considered and appropriate action taken.
- c. A member who requires advice and/or representation on a problem relating to the member's employment which first arose at a time when the member was entitled to benefit and which cannot be resolved through the member's workplace representative should refer the matter to the appropriate Regional Officer. The Union may provide such advice and/or representation as the Executive Council shall consider appropriate, whether by a full-time officer or otherwise, and on such terms as the Executive Council shall consider appropriate.
- d. The Executive Council may provide such additional legal advice and representation to members and to members' families as it may consider appropriate.
- e. The Executive Council may extend legal assistance to a member who is not otherwise entitled to benefits.
- f. A member who is given advice and/or representation under this rule shall provide all relevant information and co-operate fully with the compilation of evidence for any legal proceedings and shall comply with any other obligations and/or conditions set out in any arrangements for the provision of legal assistance. If a member fails to do so or provides false or misleading information or fails to act upon the advice of those appointed to represent him/her, the Executive Council may at its absolute discretion annul all legal assistance or withdraw any further legal assistance to that member.
- g. The Executive Council shall have discretion to provide additional benefits.

H. OBLIGATIONS OF MEMBERS

1. A member of the Union must comply with these rules and with any duty or obligation imposed on that member by or pursuant to these rules whether in his/her capacity as a member, a holder of a lay office or as a full-time officer.
2. A member must not knowingly, recklessly or in bad faith provide the Union with false or misleading information relating to a member or any aspect of the Union's activities.
3. A motion shall not be submitted by or on behalf of the Union or any group or body within the Union to an organisation or body outside the Union if that motion is inconsistent with existing Union policy.
4. When acting as a representative of the Union at a meeting of an organisation or body outside the Union a member shall speak and vote in accordance with the policy of the Union and with any decision taken by the Union's representatives at that meeting which is consistent with the Union's policy.

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