FTA/

EMPLOYER'S RESPONSE TO A UNION APPLICATION UNDER THE TRADE UNION RIGHT OF ACCESS TO WORKPLACES

Please give dates in the following format: DD/MM/YYYY

Please answer the following questions:

1. Did you receive a copy of the Union's Certificate of Independence along with its request for access?

Yes ☐ **No** ☐

2. On the date the access request was given, did the employer employ 21 or more workers?

Yes ☐ **No** ☐

3. Date the access request was given to you:

4. Selecting one option only, did you:

a. **Respond within the prescribed response period.** ☐

b. **Respond, but no access agreement was reached by the end of the negotiation period.** ☐

c. **Fail to respond to the access request.** ☐

d. **Other** ☐

If other, please give details:

If you gave a response notice, please enclose a copy.

5. Please confirm that workers covered by the description given by the Union are employed at the stated locations:

Yes ☐ **No** ☐

If no, please give details.

6. Do you agree with the union's account of any matters agreed during the negotiation period and any outstanding matters listed?

Yes ☐ **No** ☐

If no, please explain. Please attach the latest version of any proposal exchanged with the union.

7. Could you please state the number of workers employed by you and from the list below please tick what sector best describes the type of work done by the company:

Number of workers: ☐

Employment Sector (please tick as appropriate)

- **Agriculture, Mining and Fishing** ☐
- **Electricity, Water and Gas** ☐
- **Manufacturing Food, Beverages and Tobacco** ☐
- **Supply Construction** ☐

- **Manufacturing Motor Vehicles and other Transport** ☐
- **Wholesale and Retail** ☐
- **All other Manufacturing (including publishing)** ☐
- **Hotels and Restaurants** ☐
- **Financial and Other Administration** ☐
- **Health and Social Work** ☐
- **Public Administration** ☐
- **Transport, Storage and Communication** ☐
- **Education** ☐
- **Other Community, Social and Personal Services** ☐
- **Other Industries** ☐

If "Other" please specify:

8. Is there an ongoing statutory recognition process concerning any workers covered by this request?

Yes ☐ **No** ☐

If yes, give details of the statutory recognition application, its current status, and the workers or workplace covered.

9. Do you already recognise a different independent trade union for any workers covered by the union's access request?

Yes ☐ **No** ☐

If yes, identify the recognised union, the workers covered, and whether the access request also covers workers not covered by that recognition arrangement.

10. Are any workers covered by the Union's access request already subject to a statutory access agreement that is in operation?

Yes ☐ **No** ☐

If yes, identify the statutory access agreement, the workers covered by it, and whether the present request covers workers not covered by that agreement.

11. Have you received any other requests for access from a different trade union in respect of any workers covered by this application that have yet to be agreed or determined?

Yes ☐ **No** ☐

If yes, please give details.

Signature:

Position of signatory:

Date:

Further guidance

The CAC website contains a guide to the legislation and the full text of published CAC decisions.