



EDUCATORS' TRADE UNION OF ZAMBIA CONSTITUTION (October 2023)

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PART I PRELIMINARY PROVISIONS

Preamble

We, the teachers, lecturers and workers from private and public institutions, ECE, primary and secondary schools, colleges of education and other institutions of higher learning, being members of the Educators' Trade Union of Zambia (EdTUZ):

Do herein establish this Constitution as our legal framework to guide the plans, operations, projects and programmes of EdTUZ;

Do hereby commit ourselves to civility, integrity, professional conduct and Social Dialogue for Teachers in Zambia in the interest of both individual and national development; and

Do further commit ourselves and pledge to respect the rule of law, this Constitution and the Laws of Zambia as well as sub-regional, regional and global labour laws, like the ILO law on freedom of association, to which Zambia is subject or signatory directly or indirectly by virtue of being State member of a sub-regional, regional or global body such as the International Labour Organisation.

Article 1

Name, Affiliation, Address and Symbolism in the Logo

- (1) The name of this organisation shall be Educators' Trade Union of Zambia (herein called EdTUZ, or this Union or the Union), chartered by its members as 'The game changer'.
- (2) The Union may be affiliated to a second-level trade union whose vision and objectives reflect those of EdTUZ.
- (3) Members selected as representatives in accordance with the regulations of this Union shall represent this Union and shall attend meetings of the organisation to which the Union may be affiliated.
- (4) The Secretariat and any other office of EdTUZ shall be physically situated at a suitable place with a postal address as found suitable and applicable.
- (5) Hereunder is the exposition of the symbolism in the logo of EdTUZ:
 - (a) The colour "gold" symbolises golden worthy measure and rightness.
 - (b) The dove symbolises loyalty and quality service.
 - (c) The lions symbolise the Union's fearlessness, courage and results-orientedness.
 - (d) The shield symbolises protection and safety of EdTUZ members.
 - (e) The lamb is a symbol of the Union's sincerity and honesty.
 - (f) The teacher and learners symbolise commitment to work and quality representation that results in a motivated workforce.



- (g) The motto "*Together As One*" symbolises unity of purpose and the need for all the teachers in Zambia to work together for the good of everyone.
- (h) The footer "*Est. 2022*" shows that the Union was formed in 2022.

Article 2

Interpretation

- (1) The Laws of Zambia supersede the Constitution of EdTUZ to the effect that no person and nothing governed by this Constitution is above the law.
- (2) For avoidance of doubt, citing a provision of this Constitution entails specifying the article, the section and/or subsection/clause provided thereof. The citation may include the part under which the article is provided.
- (3) The Union shall interpret such words, phrases and expressions as the following as meant herein:
- "A member in good standing with the Union" means a person who respects the Constitution of EdTUZ and is not facing a disciplinary case against the Union;
- "Associate Member" means retired educator, individual or organisation with interest in the welfare and wellbeing of educators; transitioned educator from the service to other areas of human endeavor;
- "Board" means the Executive Board of EdTUZ;
- "Constitution" means the Constitution of EdTUZ;
- "DEC" means District Executive Committee of EdTUZ;
- "Delegate" means elected or appointed member of the Board or the Council;
- "DGS" means Deputy General Secretary of EdTUZ;
- "DGS(A)" means Deputy General Secretary in charge of Administration;
- "DGS(F)" means Deputy General Secretary in charge of Finance;
- "ECE" means Early Childhood Education;
- "EdTUZ" means Educators' Trade Union of Zambia;
- "Educators" means teachers and lecturers;
- "Executive Board" means the second largest organ of the Union that makes decisions on behalf of the teacher members;
- "Executive Committee" means a group of EdTUZ representatives at either Zone, District, Provincial or National levels;
- "GS" means the General Secretary of EdTUZ;
- "Lecturer" means teachers educator from either a private or public college and university;
- "Membership Committee" means a committee charged with the responsibility of ensuring growth and accountability of EdTUZ membership;
- "Membership Meetings" means a school, zone or district scheduled meetings held at least twice per term including holiday-held workshops, engaging EdTUZ members in labour matters, worker education and information gathering from members for advocacy and bargaining;
- "MOE" means Ministry of Education;
- "NEC" means the National Executive Committee of EdTUZ;
- "PEC" means Provincial Executive Committee of EdTUZ;
- "Principal Officers" means the Union President, Vice President, General Secretary



- and the two Deputy General Secretaries;
- “PTC” means Parent-Teachers Committee;
- “Regular Member” means a worker serving at an education institution who is consented to be a member of EdTUZ and subsequently/regularly subscribes to the Union;
- “Regulation” means a provision under Part VII of this constitution;
- “Representative” means a member of EdTUZ chosen or elected to represent a teacher member or members of the Union; someone constitutionally assigned to represent the Union (see Article 9); a lawyer or law firm so engaged by the Union;
- “SC” means School Committee of EdTUZ;
- “Sector” means Education Sector;
- “Sub-sector” means any one of the following in the Education Sector: ECE, primary education, secondary education, tertiary education and special education;
- “Teacher” means a professionally education employee serving at a private or public school in the Republic of Zambia;
- “Teacher Member” means a member of EdTUZ who is a teacher by profession;
- “The Council” means the Union’s largest representative decision-making organ other than the members themselves;
- “ZEC” means Zonal Executive Committee of EdTUZ;
- “Zone Organising Committee” means a committee of representatives charged with the task of organising the Union in a given cluster of two or more schools.

Article 3 Values and Principles

As patriots subject to the Laws of Zambia, members of EdTUZ shall uphold, promote and practise national values and principles. Within the Union’s principles and value system, the said members shall uphold, practise and stick to the following:

- (1) human dignity, social justice, equity, equality and non-discrimination
- (2) respect, unity and teamwork with power vested in members
- (3) quality representation for a motivated workforce
- (4) golden worthy measure and rightness
- (5) courage and results-orientedness
- (6) transparency and accountability
- (7) professionalism and patriotism
- (8) loyalty and quality service
- (9) sincerity and honesty
- (10) protection and safety

Article 4



Vision, Mission, Motto and Objectives

- (1) Vision: To be the most effective, efficient and reliable in advocacy for members' welfare, rights and socio-economic status in the country
- (2) Mission: To advocate and protect the welfare of members in all of their working experience and beyond
- (3) Motto: Together As One
- (4) Objectives
 - (a) To protect and improve the services of members as a social agency for developing the capacities of the young and promoting adult education in Zambia;
 - (b) To protect members in their inalienable rights to a higher and better life, to protect them not only as equals before the law, but also in their liberties as men and women, as workers and citizens;
 - (c) To promote and guarantee efficient and faithful service from us to the public and to insure to us in return for that service a fair reward, credible representation and just security throughout our service period and beyond for the betterment of our country;
 - (d) In accordance with the agreement between the Government of the Republic of Zambia and the Educators' Trade Union of Zambia, to assert, secure, and protect the inherent and fundamental rights with equity in our jobs;
 - (e) As a collective bargaining agent for members, to establish and maintain an orderly and practicable democratic process in the management of the Zambian private and public institutions in accordance with the terms of the agreement in force, applicable to a particular type of institution. Bargains shall be conducted with public and private employers separately;
 - (f) To maintain a relationship of mutual understanding and cooperation with organised labour, to overcome and conquer prejudices and antagonisms that characterise a cat-mouse relationship between the employer and the employees;
 - (g) To unify the educators of traditional public schools and private schools in Zambia together with educational colleges and universities that may join with this Union;
 - (h) To promote racial, economic and social justice in order to achieve educational justice and build community and labour partnership to achieve that objective;
 - (i) To collaborate with institutions and business houses including international organisations and any other private partners who might appreciate educators as a bedrock for national development in Zambia;



- (j) To partner with the government of the day in ensuring that teachers who are ready for retirement are adequately prepared to take up their role in national development in their new endeavours;
- (k) To provide all districts with varying, demand-driven funds to effectively attend to all labour matters which are not limited to the following; worker education, grievance handling and capacity building workshops on financial literacy and others among them within a respective district; inclusive of capacity building to prepare the members for retirement;
- (l) To embark on effective teacher induction programmes in order to improve teacher performance, adherence to the rule of law and stabilize the labour movement as well as the teaching profession in the country;
- (m) To instil or infuse the culture of research among educators and writers of educational/educative items with a view to improving the quality of education in the country;
- (n) To establish and maintain an educators' publication as a means of updating the membership on labour matters and other education-related, emerging issues.



PART II

MEMBERSHIP, SUBSCRIPTIONS AND BENEFITS

Article 5 Membership

(1) Eligibility for Regular Membership

The following persons shall be eligible for regular membership:

- (a) All persons (except those who, unambiguously, belong to the employers' association of Zambia, and other categories specifically prohibited from membership by statute) who are covered by Article 21 of the Constitution of Zambia;
- (b) All school teachers and college lecturers employed at government and private institutions;
- (c) All persons belonging to other categories of educational personnel;
- (d) All teachers temporarily authorised to teach in public schools;
- (e) All teachers on sabbatical leave;

(2) Eligibility for Associate Membership

- (a) Retired educator;
- (b) Educator who could have transitioned elsewhere;
- (c) Citizen with interest in the welfare of educators;
- (d) Organisation with interest in advancing for the welfare of educators.

(3) Forfeiture of Membership; membership in this union is forfeited by:

- (a) Three months' arrearage in annual subscriptions;
- (b) Expulsion from the union according to procedures provided in the regulations.

(4) Reinstatement; any former member of the Union may be reinstated to membership by procedures provided in the regulations.

Article 6 Monthly Subscriptions

- (1) Every member of EdTUZ shall pay into its treasury a regular monthly subscription of 0.8% of his/her basic salary as provided for in the regulations.
- (2) Monthly subscriptions shall entitle a member to benefits of membership.

Article 7 Benefits to Members

- (1) The Council shall, on the recommendation of delegates and the Executive Board, start to operate a cooperative for all members upon such terms and



conditions as are laid down in the laws of the country concerning the operation of such a facility.

- (2) Regular subscriptions shall entitle a member to all benefits of the union unless on specific cases determined by either the Executive Board or the Council. Members who are in arrears with their subscriptions or who have not paid in full any fines as required of them by the Union in terms of these Rules, shall not be entitled to any benefits payable under this Article.
- (3) Members in good standing who require relief in case of accidents incurred in the execution of the Union's business may receive benefits according to the scales laid down by the Executive Board from time to time.
- (4) Educational and professional advice or assistance shall be given only to a member of the Union who subscribes monthly.
- (5) The National Executive Committee shall have power to provide legal advice and legal assistance for any member whose contributions are fully paid, on any matter in connection with his/her employment, upon the recommendation by his/her District Executive Committee provided that the National Executive Committee is satisfied that the case is one which is advisable and that legal advice or assistance can be taken or provided, including that the necessity for legal assistance is not caused by drunkenness, by wilful neglect of duty, by ignorance of rules and regulations governing teachers in the Zambia Teaching Service or by a criminal act on the part of the member.

Article 8 Special Groups

- (1) Regular members of the Union whose duties are such as to prevent them from being permanent members of any one school may attend meetings in the district or school where they may be employed at the time meetings are held.
- (2) Associate members are not active members of the Union; they have no voting rights but all associate members may attend all general meetings.



PART III

ORGANISATION AND OPERATIONALISATION

Article 9

Stratification of Representatives' Operational Levels

The Union's representatives shall be stratified as listed hereunder:

- (1) Council
 - (a) National Executive Committee and Directors
 - (b) Representatives from each province whose number shall be determined by the Executive Board and shall include members from PEC, DEC, Zone, and School Committee where possible.
 - (2) Executive Board
 - (a) National Executive Committee
 - (b) Top three (3) representatives of each province as listed under 9(5) herein.
 - (c) Two (2) District Coordinators elected from among the District Coordinators
 - (3) National Executive Committee
 - (a) President
 - (b) Vice President
 - (c) General Secretary
 - (d) Deputy General Secretary (Administration)
 - (e) Deputy General Secretary (Finance)
 - (f) Senior Trustee
 - (g) Trustee
 - (h) Trustee
 - (i) Trustee
- NOTES with respect to Article 9(3)
- i. The National Head Office shall be staffed with specialised workforce, depending on the Union's human resource needs and capacity to employ human resources.
 - ii. Above this workforce shall be directors to be taken on in respect of one's speciality.
 - iii. A mechanism for human resource placement shall be devised to assign directors or deputy directors to regions.
- (4) Directors
 - (a) Director of Early Childhood Education Teachers
 - (b) Director of Primary School Teachers
 - (c) Director of Secondary School Teachers
 - (d) Director of College Lecturers
 - (e) Director of Special Education Teachers and Lecturers
 - (f) Director of Research and Policy Formulation



- (g) Director of Cooperatives
- (h) Director of Gender Issues
- (i) Director of Media and Publicity

NOTE with respect to Article 9(4)

The Directors described in 9 (4) (a) (b) (c) (d) (e) constitute education sub-sector directors for administration purpose. They shall occupy office by appointment, not election.

- (5) Provincial Executive Committee
 - (a) Provincial Coordinator
 - (b) Deputy Provincial Coordinator
 - (c) Provincial Secretary
 - (d) Deputy Provincial Secretary
 - (e) Provincial Treasurer
 - (f) Provincial Committee Member
 - (g) Provincial Committee Member
- (6) District Executive Committee
 - (a) District Coordinator
 - (b) Deputy District Coordinator
 - (c) District Secretary
 - (d) Deputy District Secretary
 - (e) District Treasurer
 - (f) District Committee Member
 - (g) District Committee Member
- (7) Zonal Executive Committee
 - (a) Zone Coordinator
 - (b) Zone Secretary
 - (c) Zone Treasurer
 - (d) Zone Committee Member
 - (e) Zone Committee Member
- (8) School Committee
 - (a) Coordinator
 - (b) Secretary
 - (c) School Committee Member

Article 10

Qualifications for Representative Positions

General Eligibility

- (1) To be eligible for a representative position, you must have been serving as an educator for not less than twelve months.
- (2) (a) You must have been a member of EdTUZ for not less than three (3) months;



- (b) You must not be a Headteacher, an Education Standards Officer or a Senior Education Standards Officer for all non-seconded positions.

Article 11

Elective Officers and Tenure of Office Limit

(1) Executives

The elective officers of the Union shall be:

- (a) NEC, PEC, DEC, ZEC and School Committee members.
- (b) The Senior Trustee shall be elected from among the elected trustees by NEC to serve for a period of two (2) years.

(2) Term of Office

- (a) An elected officer shall hold office for a term of four (4) years and may succeed himself or herself for a maximum of one (1) term.
- (b) An elected official who has exhausted his or her two-term tenure of office limit in a particular executive position, qualifies only to contest higher executive positions for a maximum of two terms subsequently.

(3) Removal from Office

- (a) If an officer is removed from membership in the Union under Article 40 of the rules and regulations, he/she shall automatically and immediately be removed from his/her office.
- (b) The vacancy shall be filled according to the rules and regulations as provided for in this constitution. If an officer has been proved to be inefficient in his/her undertaking, he/she shall be removed and replaced by the Executive Board through a two-third majority of the members present; (all such allegations shall be subject to the law of evidence).

Article 12

The Council

(1) Authority

- (a) Subject to the final authority of the membership, the general governing body of the union shall be The Council, the members of which shall be members of the Union in good standing.
- (b) Each member of The Council shall have full voting privileges except as provided for in Article 12 section (2) below.
- (c) The manner of such voting shall be set by The Council except that The Council may never authorise indirect (proxy) voting.
- (d) The Council shall have the right to elect NEC.
- (e) The Council shall have the right to ratify the activities of NEC and of the Executive Board.
- (f) The Council shall reserve the right to amend EdTуз Constitution except Tenure of Office.



(2) Composition

- (a) Executive members:** Each member of the executive board shall be a member of The Council.
- (b) All sub-sector Directors** shall be members of The Council without voting rights.
- (c) Provincial representatives:** Each province shall be represented by a number of delegates to be determined by the Executive Board.
- (d) All members affiliated to EdTUZ** who have issues and would wish to be heard are welcome. However, the Union shall provide for only their snacks and refreshments.
- (e) All invited delegates** from the associate members and other stakeholders without voting rights.

Article 13

Executive Board and Executive Committee Authority

- (1) The Executive Board:** There shall exist a full executive board and a partial Executive Board.
 - (a) Composition of full Executive Board**
 - (i) National Executive Committee;**
 - (ii) Five (5) members** from each province defined as follows: three (3) being the Provincial Coordinator, Provincial Secretary and Provincial Treasurer, two (2) district coordinators elected by the province from among other district coordinators in the province for a period of one year of office limit.
 - (b) Functions of the full Executive Board**
 - (i) Consolidate and approve annual budgets** on behalf of The Council of delegates.
 - (ii) Consolidate a national annual action plan** for EdTUZ towards the end of each year for the following year.
 - (iii) Approve or disapprove the general administration** of the Union.
 - (iv) Approve the employment** of union employees and directors.
 - (c) Composition of the partial Executive Board**

Three (3) members from each province. The Provincial Coordinator, Provincial Secretary and one District Coordinator of the two District Coordinators on the Board.
 - (d) Functions of the partial Executive Board**
 - (i) Hold meetings** to attend to urgent matters of the Full Executive Board and The Council.
 - (ii) Review implementation** of budgets and action plan for a particular year.
 - (iii) May have to hold two scheduled meetings** per year; otherwise, urgent matters of the executive board may determine when to hold a meeting.



- (2) National Executive Committee: Subject to direction and sanction by The Council, as provided for in the regulations, Part VII of this Constitution, the general administration of the Union shall be the responsibility of the National Executive Committee, subject, however, to the authority of the Executive Board.

Article 14 Committee of Trustees

Authority of the Committee of Trustees: The Committee of Trustees shall have the general supervision of the property and finances of the union, subject to the provisions of the rules.

Article 15 Standing Committees

- (1) The Union shall establish standing committees with such functions as provided for in the regulations.
- (2) The Membership Committee shall consist of the Vice President, the General Secretary, Deputy General Secretary (Administration) and sub-sector Directors for secondary school teachers, primary school teachers, Early Childhood Education teachers, college lecturers, and Special Education teachers.
- (3) The Chairperson and members of each standing committee shall be appointed by the General Secretary in consultation with the President.

Article 16 Provincial Officers and Duties

- (1) Provincial Executive Committee
The officers of the Union at provincial operational level shall be Provincial Coordinator, Deputy Provincial Coordinator, Provincial Secretary, Deputy Provincial Secretary, Provincial Treasurer and two (2) Committee Members.
- (2) Duties
 - (a) Provincial Coordinator
Duties of the Provincial Coordinator shall be:
 - (i) to preside over all business meetings and sign on all minutes when passed as correct;
 - (ii) to have a casting as well as a deliberate vote;
 - (iii) to work in consultation with at least two (2) of the other provincial leaders to order for a special meeting of the province whenever necessary;
 - (iv) to instil or infuse a spirit of friendship, mutual respect and unity of purpose among the Provincial committee members, and shall always



look after the welfare of the Provincial membership;

(v) to maintain and increase the membership of the Union; by all means possible to protect the interest of the ordinary members; and

(vi) to ensure that duties are always shared with the deputy coordinator.

(b) Deputy Provincial Coordinator

The duties of the Deputy Provincial Coordinator fall within the following generalised functions:

(i) shall deputise the Provincial Coordinator by undertaking activities delegated thereto;

(ii) shall chair the Disciplinary Committee; and

(iii) shall strengthen the office of the Provincial Coordinator by being active and proactive. E.g. by reminding the lead coordinator of what is ought to be done in time as set, or by asking the PC that he/she (the Deputy) undertakes a specific activity on behalf thereof, upon realising that the the Provincial Coordinator is too committed elsewhere to do so.

(c) Provincial Secretary

Duties of the Provincial Secretary shall be:

(i) to take down minutes in all meetings and shall keep records of the stipulated meetings including attendance at the meetings of the Provincial Executive Committee. These records shall become a part of the permanent records of the Union and he/she shall provide the office of the General Secretary with such copies;

(ii) to keep a complete record, by consideration of individuals, schools, zones, districts and groups of the Union members in the province;

(iii) to have locked files and shall be solely responsible for the files. No one else shall have access to changing membership files except employees so charged with the responsibility under the direction of the General Secretary or upon written request signed by the Provincial Coordinator; such requests shall be kept on file;

(iv) to present to each regular meeting a report on Union membership for the period past the last report;

(v) to furnish an annual report of the Union membership which shall also be printed in the Union's chosen publication; and

(vi) to ensure that functions are shared with the Deputy Secretary.

(d) Deputy Provincial Secretary

The duties of the Deputy Provincial Secretary shall fall within the following generalised functions:

(i) Shall deputise the Provincial Secretary by undertaking activities delegated thereto; and

(ii) Shall strengthen the office of Provincial Secretary by being active and



proactive, e.g. by reminding the lead secretary of what is ought to be done in time as set, or by asking the Secretary that he/she (the Deputy) undertakes a specific activity on behalf thereof upon realising that the Secretary is too committed elsewhere to do so.

(e) Provincial Treasurer

The Provincial Treasurer shall:

- (i) maintain the financial files and records of the districts;
he/she shall present to each regular meeting a report on Union finances for the period past the last report;
- (ii) furnish an annual audited report of the Union which shall also be printed in the Union's chosen publication;
- (iii) serve as a voting member of The Council; and
- (iv) in collaboration with the Committee Members, the Treasurer shall be the custodian of the property of the Union at the province.

Article 17

District Officers and Duties

(1) District Coordinator

The District Coordinator shall be the principal officer of the district and shall have the following duties:

- (a) to be the presiding officer at all meetings of the membership in the District;
- (b) to be an ex-officio member of all District standing committees except the Elections Committee;
 - (i) to receive, report and respond to correspondence of the organisation at district level with clearance by GS;
 - (ii) to represent the District before employer bodies, executive and legislative officials;
 - (iii) to represent the District before the public, community organizations, and the news Media with clearance by the GS;
 - (iv) to serve as a delegate to any labour body of teachers, or otherwise as appropriate;
 - (v) to make an annual report to the organization's membership; delegate the responsibilities of the office except where otherwise specified by the Constitution; and
 - (vi) to ensure that functions are shared and delegated to the deputy coordinator.

(2) District Deputy Coordinator

The duties of the Deputy Provincial Coordinator fall within the following generalised functions:

- (a) shall deputise the District Coordinator by undertaking activities delegated thereto;



- (b) shall chair the Disciplinary Committee; and
- (c) shall strengthen the office of District Coordinator by being active and proactive, e.g. by reminding the lead coordinator of what ought to be done in time as set, or by asking the Coordinator that he/she (the Deputy) undertakes a specific activity on behalf thereof upon realising that the Coordinator is too committed elsewhere to do so.

(3) District Secretary

The District Secretary shall have the following duties:

- (a) to take down minutes in all meetings and shall keep records of these meetings including attendance at the meetings of the District Executive Committee. These records shall become a part of the permanent records of the Union and he/she shall provide the office of the General Secretary with such copies;
- (b) to keep a complete record, by consideration of individuals, schools, zones, districts and groups of the Union members in the district;
- (c) to have locked files and shall be solely responsible for the files. No one else shall have access to changing membership files except employees so charged with the responsibility under the direction of the General Secretary or upon written request signed by the Provincial Coordinator; such requests shall be kept on file;
- (d) to present to each regular meeting a report on Union membership for the period past the last report;
- (e) to furnish an annual report of the Union membership which shall also be printed in the Union's chosen publication; and
- (f) to always ensure that functions are shared with the Deputy Secretary.

(4) Deputy District Secretary

The duties of the Deputy District Secretary fall within the following generalised functions:

- (a) shall deputise the District Secretary by undertaking activities delegated thereto; and
- (b) shall strengthen the office of District Secretary by being active and proactive, e.g., by reminding the lead secretary of what ought to be done in time as set, or by asking the Secretary that he/she (the Deputy) undertakes a specific activity on behalf thereof upon realising that the Secretary is too committed elsewhere to do so.

(5) District Treasurer

The District Treasurer shall have the following duties:

- (a) to maintain the financial files and records of the District;
- (b) to keep and maintain the files and records of property of the District;
- (c) to record and keep accurate records of updated membership of the district;
- (d) to assist the Coordinator in handling the financial reports of the District;



- (e) to be the custodian of the property of the union in the district, working in collaboration with district committee members.

Article 18 Zonal Officers and Duties

(1) Zone Coordinator

The Zone Coordinator shall be the principal officer of the zone and shall have the following duties:

- (a) to be the presiding officer at all meetings of the membership in the Zone;
- (b) to serve as a delegate to any labour body of Teachers in the zone, or otherwise as appropriate;
- (c) to organize all union activities at zone level;
- (d) to ensure that all school committees are functional in the zone and all teacher members effectively represented.

(2) Zone Secretary

The Zone Secretary shall have the following duties:

- (a) to maintain the files and records of the Zone;
- (b) to record and keep accurate minutes of meetings of the membership and the Zone Board; and
- (c) to work with the Coordinator in handling the correspondences of the District;

(3) Zone Treasurer

The Zone Treasurer shall have the following duties:

- (a) to maintain the financial files and records of the Zone;
- (b) to perform other duties delegated by the Coordinator or assigned by the Board; and
- (c) to be the custodian of the property of the union in the zone, working in collaboration with committee members.

Article 19 Safeguards and Obligations

- (1) The Union shall not promote or permit itself to be used to promote any advantage for any member or particular group of its members, unless The Council decides by majority vote after ascertaining that such action is in the best interest of the Union as a whole.
- (2) The Union shall not take any action affecting a particular group of its members without the advice and counsel of that group.
- (3) The Union shall not promote any political party at national or local level unless such action has previously been endorsed by at least two-third vote of both the Executive Board and of The Council or by the labour bodies with which the Union is affiliated.



- (4) The Union shall not make any distinction among its members on account of race, ethnicity, biological sex, gender, age, disability, veteran status, marital status, political, social, religious, or economic views.
- (5) The members of this Union hereby declare their faith in each other and their consequent insistence upon the maintenance of the democratic processes and of the representative form of government by which the Union functions in all relations between the Union and its members.
- (6) No provision of this Constitution or its Regulations shall be valid which is in violation of the Constitution of Zambia or the Industrial and Labour Relations Act or any binding Statutory Instruments.
- (7) The results of any referendum of the membership of the Union, including the referendum called to vote on this amendment, and the results of any vote for election of Union officers, shall be communicated immediately following such vote or referendum.
- (8) The communication of the results shall include the number of affirmative and negative votes cast at each school or polling place in each referendum.
- (9) The posting shall include the number of votes cast for each officer (candidate) in each school or polling place, and by classification of members voting in each election



PART IV FINANCIAL PROVISIONS

Article 20 Funds of the Union

The funds of the Union shall consist of subscriptions, donations, investments and other projects organized by the Union.

(1) Subscriptions

- (a) Every active member of the Union shall pay subscription fee of zero-point eight (0.8) percent of his/her basic monthly salary subject to adjustments by the Executive Board or The Council.
- (b) All such subscriptions deducted from the member's basic salary at the rate of zero-point eight (0.8) percent shall be paid to the Union.
- (c) Honorary members may voluntarily offer their contributions to the funds of the Union.

(2) Donations

The Union may accept donations offered to it by other organisations for the promotion of Union activities.

(3) Investments

- (a) A percentage of each month's membership subscriptions shall be saved in the Investment Fund and in the name of EdTUZ in such cooperatives or other funds as the Executive Board may deem fit.
- (b) The funds of the Union may be used for the promotion of any or all of the stated objectives of the Union.
- (c) The Union shall set aside part of the general membership's monthly subscriptions for constitutional meetings like conferences and Executive Councils, as shall be determined by the Executive Board or The Council.
- (d) The union shall allocate each district/province an equitable percent of its monthly subscription in order to facilitate their operations.
- (e) An applicable percentage of the general membership's monthly subscriptions shall be allocated to the following: salaries for employees of the union, accommodation, transport allowances, subsistence allowances, legal fees and other eventualities.
- (f) A district may, with the consent of the members of that particular district, if they consider it necessary and with the proposal by the District Executive and approval by the National Executive Committee, venture into appropriate investments subject to the law of the land, provided that the project in question does not interfere with professional work.



Article 21 Control and Administration of Funds

(1) Deputy General Secretary (Finance)

The DGS (F) shall administer the finances of the Union as provided for under Article 21 of this Constitution.

(2) Finance and Accounts Department

When it becomes relatively financially strong, the Union shall employ a qualified Accountant who shall work in line with the following stipulations:

- (a) he/she shall report to the General Secretary in teamwork with the DGS (F);
- (b) he/she shall supervise and guide the accounts section in matters relating to finances;
- (c) he/she, in conjunction with Deputy General Secretary Finance, shall spearhead the preparation of annual budget estimates;
- (d) he/she shall be responsible for the compilation of income and expenditure statements;
- (e) he/she shall attend to external audit queries;
- (f) he/she shall spearhead the preparation of annual financial statements and maintain a record of fixed and movable assets in conjunction with the Deputy General Secretary Finance;
- (g) he/she shall undertake any other duties that may be assigned by the General Secretary.
- (h) he/she shall be responsible for the presentation of the statement of accounts to the Executive Board and The Council as laid down in the Industrial and Labour Relations Act and shall offer professional advice and guidance on financial matters of the Union.

(3) Auditors

- (a) They shall be appointed by the Executive Board.
- (b) They shall audit all relevant books of accounts every financial year of the Union which shall end on the 31st of December each year.
- (c) They shall audit the general accounts of the Union soon after the close of the financial year and shall do this as quickly as possible.
- (d) They shall examine all the Unions' books of accounts.
- (e) They shall certify the correctness of the books of accounts or otherwise.
- (f) They shall prepare a report to the Executive Board or The Council.
- (g) Copies of the Auditor's report shall, within seven days of submission to the Union, be placed at the Head Office of the Union as well as at all provincial and district offices of the Union.
- (h) One copy of the said report shall be sent to the Labour Commissioner as required by the Industrial and Labour Relations Act, Section 61 of the (Amendment) Act No. 30 of 1997.
- (i) The last copy shall be permanently available for inspection at the Head Office.



- (j) All provincial, district and zonal books of accounts shall be submitted to the General Secretary three (3) months before the financial year ends for audit purposes; otherwise as may be guided by the GS.
- (4) Accounts Examiners
Three members shall be elected by the Executive Board or each Executive Committee to examine the accounts on behalf of members of the Union.
- (5) Inspection Books
 - (a) Members and persons who have interest in the funds of the Union may, during ordinary office hours, inspect the books of the Union at district and provincial centres, on application to the General Secretary or to whom authority shall have been delegated.
 - (b) The books of the Union shall also be open at any time for inspection by the Labour Commissioner or any person duly authorised in writing by the said Commissioner.
- (6) Accounting Procedure
 - (a) The Union shall operate one main bank account nearest to the national headquarters, one account at each provincial headquarters and another at each district headquarters.
 - (b) All provinces shall submit all subscriptions and all other collections and monies received in total to the National Headquarters of the Union (herein also called Secretariat or National Head Office).
 - (c) The National Headquarters, immediately on receipt of such remittance, shall issue to the provinces concerned, official Union receipts duly numbered in series and of which duplicates are retained at the Headquarters, covering the full amount of all such remittances.
 - (d) A provincial and District fund account shall be reimbursed from time to time by the accountant in accordance with the powers vested in him/her by the Executive Board.
 - (e) Every province and or District receiving such fund shall account fully for all expenditure thereof.

Article 22

Emoluments and Conditions of Service

- (1) The National Executive Committee shall approve salaries, allowances and other conditions of service for employees of the Union recommended by the Conditions of Service Committee and authorised by the Executive Board.
- (2) Officers, members and employees of the Union shall be entitled to subsistence allowance when they travel on Union business sanctioned by the General Secretary on behalf of the Executive Board.
- (3) Travel expense to meetings shall be paid by the Union at the most economic transport fares.
- (4) (a) EdTUZ employee's wages shall be within Ministry of Education's wage



scales equivalent to a similar operational office in MOE.

- (b) Determining factors shall be realistically taken into consideration when assigning salary scales to employees

Article 23

Overdraft and Loans

(1) Overdraft

- (a) The Union may apply for overdraft facilities with a commercial bank with which it maintains a current account if need arises.
- (b) The decision to apply for such facilities shall be taken by the National Executive Committee subject to approval by the Executive Board.

(2) Loans

- (a) The union may apply for a loan with commercial banks or any financial institution or organization within the country.
- (b) The decision to apply for a loan shall be taken by the National Executive Committee subject to approval by the Executive Board.

Article 24

Donations and Grants

- (1) Provided that it acts in accordance with the Industrial and Labour Relations Act and the Laws of Zambia, the Union shall accept and declare to members funds originating from outside the country.
- (2) The Union shall also accept and declare to members' funds originating from within the country for the benefit of the general membership.

Article 25

International Relations

- (1) The Union shall establish working relations with international teacher organisations for the purpose of establishing bilateral cooperation with such world organisations in order to widen the scope of experience and participating in matters of common interest.
- (2) The Union may partner with any like-minded union of its choice within the international work force.



PART V RELATIONS

Article 26 Local Relations

- (1) The Union shall establish brotherly or working relations with local non-teaching associations or organisations for the purpose of sharing experience, knowledge, ideas and jointly handling all matters relating to members' welfare.
- (2) The Union may invite members from such associations or organisations to its councils, conferences or any meeting that might be called upon by the members thereof.

Article 27 Settlement of Collective Disputes

- (1) (a) In the event of any dispute arising between a member(s) of the Union and an employing agency, the member(s) concerned shall make the same known to the District Secretary who, in turn, shall immediately report the same to the General Secretary, but in no case shall cessation of work be threatened or take place until the General Secretary has investigated the matter with reference to the Industrial and Labour Relations Act.
(b) The District Secretary shall also make the dispute known to the Provincial Secretary for the information of PEC.
- (2) (a) In an event of an unresolved dispute with the employer, the general membership shall, in accordance with Section 78 (3) of CAP 269 of The Laws of Zambia, be engaged through districts and provincial executives for next course of action as provided for by the Industrial and Labour Relations Act in force.
(b) The Executive Board shall determine the actual date of the strike or of taking the matter to the Industrial and Labour Relations Court.



PART VI

AMENDMENTS, AMALGAMATION AND DISSOLUTION

Article 28

Amendments and Referenda

- (1) The Constitution, with the exception of this article, shall be amended by a two-thirds vote at any meeting of The Council,
 - (a) provided that notice of the proposed amendment and a copy thereof was in the call for the meeting;
 - (b) provided further that the amendment was published to the membership not less than thirty (30) days prior to the meeting.
- (2) Any repeal and/or amendment of Article 11(1) on tenure of office limit shall be a recommendation of the Executive Board, or a petition of five percent (5%) of the membership of the Union, be decided instead by referendum of the regular membership of the Union.
- (3) The National Executive Committee shall employ a relatively less costly strategy of reaching out to the members of the Union for their inputs and votes.
- (4) A majority of votes cast shall decide the issue.

Article 29

Amalgamation

- (1) Relating to members of the dissolving trade union
 - (a) If any trade union with the same or similar scope of this Union intends to dissolve with a view to its members' joining and its unexpended funds being transferred to the Union, then, notwithstanding anything to the contrary contained in this Constitution, the members of the dissolving union shall automatically be admitted to full membership of the membership of the Union on the date of dissolution, provided that the provisions of this clause shall cease to apply in respect of any members of the dissolving union who within three (3) months of the dissolving union terminating his/her membership of the union at any time in terms of this Constitution.
 - (b) The dissolving union shall enter into a written agreement with this Union and agree on how the now-one organisation shall conduct union activities, projects and programmes for the good of the educators' professionals in Zambia.



(2) Power of The Council

- (a) The Council shall have the power to conclude an agreement to amalgamate with any trade union whose scope of membership is the same as, or similar to, that of this Union as provided for in Section 15 of the Industrial and Labour Relations Act, CAP 269 of the Laws of Zambia.
- (b) The agreement resulting in amalgamation shall be communicated to the general membership of EdTUZ within thirty days effective from the date the agreement was concluded and signed.

(3) Right to terminate

No member(s) of EdTUZ or those trade union(s) that has/have been amalgamated with EdTUZ shall have the right to terminate their membership as a group.

Article 30

Dissolution of the Union

- (1) The Union shall not be dissolved except with the consent of one half (1/2) of paid-up members of the Union, obtained by means of a secret ballot.
- (2) In the event of the Union being dissolved as provided for above, the Labour Commissioner shall be notified forthwith as set out under the Industrial and Labour Relations Act.
- (3) The affairs of the Union shall wind up as provided for in the said Act.
- (4) In the event that the Union had owned houses or any related structures for teachers' welfare in schools, such houses or structures shall be GRZ property and, if need be, continue benefiting teachers or other related educators.



PART VII REGULATIONS

Article 31

Procedure to Establish Membership

- (1) To establish consent, application for membership or for reinstatement in this Union shall be made on a form prescribed by the National Executive Committee.
- (2) Any member of the Union may receive subscription deduction application but such a recipient shall submit the application form to the Union's Secretary or Treasurer in the school or zone or district in which the applicant is found.
- (3) The Deputy General Secretary in charge of Finance shall present to each meeting of the Executive Board a report of the number of Union members by functional groups and/or categories and the Board shall act upon the report.

Article 32

Membership Subscriptions

- (1) Policy
 - (a) Every member of this Union shall pay into its Union's treasury regular annual or periodic subscriptions as provided here in the regulations as a condition of remaining in good standing.
 - (b) (i) Members shall voluntarily consent to the deduction and remittance of subscriptions from their earnings.
(ii) Except as hereinafter provided, membership in this Union shall be continuous.
 - (c) Each member shall be responsible for keeping his/her membership in good standing.
 - (d) Membership shall be prospective from the date of application and at no time shall it be retrospective.
 - (e) Applicants for membership or reinstatement shall familiarise themselves with all subscription provisions.
- (2) Payments
 - (a) Annual subscriptions shall be paid by: 1. Monthly payroll deduction to voluntary written authorisation, or 2. direct cash payment as of November 1 annually in advance.
 - (b) The Union's preferred mode of payment is monthly payroll deduction.
- (3) Proration of Subscriptions for Direct Cash Payment
 - (a) Applications for membership or for reinstatement after 1st May shall be accompanied by one (1) year's subscription plus enough to prorate subscriptions to the 1st November annual subscriptions date.
 - (b) Subscriptions for applicants for membership or for reinstatement prior to



1st May shall be prorated to the November annual subscriptions date.

(4) Subscription Adjustment Committee

(a) A permanent committee consisting of the Principal Officers shall consider and resolve requests for subscription adjustments which require special study and interpretation under the Regulations.

(b) The President shall be the chairperson of the Subscription Adjustment Committee.

(c) Adjustment of subscription shall be approved by the Executive Board.

(5) Subscription Records

The Union shall maintain, electronically and/or physically, records of Union membership and subscriptions and fee payments for a minimum of ten (10) years or until three (3) years after membership terminates, whichever is later.

Article 33

Districts

- (1) For organisation purposes, the Union shall be divided into zones by schools' proximity; otherwise within those areas which are as equal as possible.
- (2) The general functioning of the districts shall be the responsibility of the sub-sector Directors under the immediate supervision of the General Secretary and that of the Executive Board.

Article 34

Nomination Procedures for Electing Union Officers

- (1) Nomination process at each level will be as follows:
 - (a) Zone Executive officers shall be elected by members from schools within the zones as set forth in Article 17.
 - (b) District Executive officers shall be elected by delegates of the district quadrennial conference.
 - (c) Provincial Executive officers shall be elected by delegates of the provincial quadrennial conference.
 - (d) National Executive officers and sub-sector Directors shall be elected by delegates of the Council.
 - (e) Anyone wishing to contest any elective positions must gather not less than 10 supporters from EdTUZ regular members at a respective election with exception of zone and school election whose number of supporters shall be determined by the Executive Board.
- (2) Secretariat shall provide necessary additional guidelines on nominations in the best interest of the Union.



Article 35 Duties of Officers

(1) Duties of Principal Officers

(a) The President of EdTUZ shall:

- (i) be the chief spokesperson of the union on matters relating to policy;
- (ii) preside over all general meetings, meetings of The Council and meetings of the Executive Board;
- (iii) make such appointments as are required in the Union Constitution or Part VII thereof (Regulations) by The Council or by the Executive Board;
- (iv) be responsible for oversight supervision of the functioning of the Union in all of its parts and divisions;
- (v) be a member, ex-officio, of all of the delegations of the Union to the labour bodies with which the Union may be affiliated and of all Union committees;
- (vi) during major negotiations, be accompanied by the Secretary General in the absence of whom shall the vice president on the negotiation or bargaining unit's requirement for Union representation.

(b) The Vice President of EdTUZ shall:

- (i) be in charge of mobilisation of Union membership;
- (ii) ensure that the unions' cooperatives and other enterprising ventures are established and productive;
- (iii) assume the duties of the President in the absence or disability of the President;
- (iv) represent the President, at the President's request, at meetings and conferences and report thereon to the President immediately afterwards by word of mouth and, subsequently, in writing within three days thereafter;
- (v) work with the President to strengthen the Union by being active and proactive, e.g., by working on what ought to be done in time as programmed, or by engaging the President and ensuring that all specific activities of the Union in his/her line of duty are undertaken as expected.

(c) The General Secretary shall:

- (i) be the head of the Secretariat;
- (ii) be responsible for the daily administration of the Union;
- (iii) after consultation with the President, engage legal representation on matters affecting the Union and/or any of its members;
- (iv) ensure safeguard of all correspondences and records of the Union;
- (v) as Chief administrative Officer of the Union, visit all, or any, of the operational structures of the Union when need arises;



- (vi) be an ex-officio member of all committees; and
- (vii) perform such other duties as are required of the GS by the Constitution and regulations thereof.
- (viii) shall, in consultation with the President, appoint directors to be subjected to ratification by the Executive Board.

(d) The Deputy General Secretary shall:

- (i) in the absence of the GS, act as GS when one is written to do so; and
- (ii) have responsibilities for their respective areas of operations as shall be specified on their job descriptions.

(2) Committee of Trustees

Under the supervision of the Executive Board, the duties of the Committee of Trustees shall be:

- (a) to procure, each year, a reliable and adequate study of the finances of the Union for the preceding fiscal year ending 31st March;
- (b) to deliver a copy of the audit report to other major officers, with which the report may be inspected in the Union office by any member;
- (c) to cause to be made at an appropriate time during fiscal year an itemized inventory of all physical properties of the Union, copies of which shall be distributed as follow:
 - (i) one (1) copy of the inventory to the President;
 - (ii) one copy to the General Secretary; and
 - (ii) one copy kept on file by the Committee of Trustees at the Secretariat;
- (d) to secure the necessary bonding of Union officers and of Union employees, and to see that the officers have procured all necessary insurance on Union property;
- (e) to examine and make appropriate recommendations regarding the payment of all Union financial obligations that are not provided for specifically by the Executive Board, by contract, or by the annual budget; for example, to exercise general supervision over the maintenance of all Union properties and of all property leased by the Union;
- (f) to see that public laws are complied with within the operation of the Union and in the maintenance of its offices; ensure that the annual budget shall be functionalised only after it has been approved;
- (g) to have all official acts of the Trustees reported to the Executive Board by the Chairperson of the Trustees.

(3) Sub-sector Directors

Under the Office of the GS, the duties of the sub-sector Directors (or the Directors) shall be:

- (a) to maintain and increase the membership of the Union;
- (b) to oversee that the provincial and district activities of their respective sub-



- sectors are well managed and conducted;
- (c) to promote among the members better understanding of the established policies, objectives, programs and functions of the Union; and
 - (d) to compile information from members of their sub-sector on issues affecting them with general welfare and immediate needs of that particular sub-sector.

Article 36 National Executive Committee

- (1) The National Executive Committee, composed of the President, the Vice President, the General Secretary, two Deputy General Secretaries, and the four Trustees shall manage the business and office affairs of the Union and shall have the powers and duties prescribed in the Regulations.
- (2) NEC shall also have the additional powers and duties prescribed to it by the Executive Board or The Council.
- (3) Nothing in this article shall be construed as a limitation on the powers of the President as Chief Spokesperson of the Union on issues to do with policy.
- (4) The National Executive Committee shall meet at least once in three months and at the call of the President.
- (5) The General Secretary shall keep records of the proceedings and provide a copy of said proceedings to the Trustees' desk within one (1) week.
- (6) The Executive Committee shall have the duty of advising the President and other officers of the Union when necessary and shall also, with the approval of the Executive Board, be authorised to perform the following management functions:
 - (a) procure office space for the Union Officers and provide for necessary maintenance;
 - (b) ensure office supplies, furniture and equipment, and furnish the Committee of Trustees with an inventory thereof annually;
 - (c) employ directors and administrative assistants in its judgment necessary to conduct the business of the Union, process grievances and perform other duties made necessary under any collective bargaining contracts to which the Union is a party;
 - (d) employ a general office manager who shall be in charge of all office operations and who shall be under the direction of the General Secretary;
 - (e) procure such insurance as may be necessary in its judgment or the judgment of the Committee of Trustees to protect against hazards to Union property and other liabilities;
 - (e) procure and keep in force such fidelity bonds for employees as may be required by the Committee of Trustees and as it may deem necessary;
 - (f) exercise control and management of all Union property and provide for the



- maintenance thereof, and to maintain close relations with the Committee of Trustees in the performance of the duties delegated to the latter by the Constitution; and
- (g) make reports of specific matters to the Executive Board when requested to do so by the Executive Board or The Council.

Article 37

Duties of the Executive Board

- (1) The Executive Board shall be directly responsible to The Council, and shall report thereto all of the official acts of the Board, together with such recommendations as it may deem desirable.
- (2) The Executive Board shall cause the legislative acts of The Council to function.
- (3) The Executive Board shall advise and direct the officers of the Union.
- (4) In emergencies, the Executive Board may take action which would, in the absence of emergency, be first authorised by The Council, but such action, with the reasons thereof shall be reported by the Board to the said Council at the earliest opportunity.
- (5) The Executive Board shall fill all vacancies in the offices of President, Vice President, General Secretary, Deputy General Secretaries and Trustees, until the next regular elections or extra-ordinary elections.
- (6) Any such appointment shall be subject to the approval of The Council at its next regularly-scheduled meeting or at a meeting of The Council called for that purpose.
- (7) The Executive Board may set up and discharge necessary committees to function in the interest of the Union.
- (8) The Executive Board shall present for approval by the April meeting of The Council, its selection of delegates to the federation level union if any.
- (9) The Executive Board shall perform such duties for the Educators' Trade Union of Zambia as set forth in the governing documents.
- (10) The Executive Board shall authorise the employment of Directors, Administrative Assistants, office employees, and other personnel as deemed appropriate by the major officers for the Union, and accept a contract on behalf of the Union with the said Directors, Administrative Assistants, office employees, and other personnel.
- (11) Such contracts shall be signed by the President of the Union and by the General Secretary, but no such contract shall be valid unless confirmed by the Executive Board through its approval of expenditures in the Union's annual budget.
- (12) In the case of multi-year contracts, The Executive Board shall authorize the NEC to enter into said contracts, which shall be binding on the Union.
- (13) The Executive Board may set up such committees as it deems necessary.



Article 38 Duties of The Council

- (1) Subject to the Union membership and any exceptions specifically set forth in this Constitution and its Regulations, the decisions of The Council on Union matters shall be supreme and final. The Council may consider and act upon any matter which it regards as pertinent to the purposes and activities of this Union.
- (2) (a) At each regular meeting of The Council, it shall hear and, at its discretion, act upon reports from officers of the Union, from the Executive Board, from Union committees, from Delegates, and from any other sources whose presentation is duly authorised.
(b) It shall also hear and may act upon pertinent matters brought before it in due order by any of its members.
- (3) May call for the Annual General Conferences depending of the availability of funds as determined by the Executive Board.

Article 39 Standing Committees

- (1) Membership Committee
 - (a) The Membership Committee shall consist of the Deputy General Secretaries, the five (5) Directors of sub-sectors of Education, and district organisers under the supervision and guidance of the General Secretary.
 - (b) The duties of the Membership Committee shall be:
 - (i) to set up, coordinate and supervise membership committees in each district and to cooperate with their efforts in all practicable ways;
 - (ii) to conduct intensive membership campaigns each year;
 - (iii) to restate the boundaries of the representative units within each district during election years, if necessary, using membership figures as 30th June; and
 - (vi) to report to the August meeting of The Council prior to The Council election of delegates any recommendations for changes in representative units in all districts, based on changes in the Union membership.
- (2) Public Relations and Communications Committee
 - (a) There shall exist a committee on public relations and communications to be duly established by the NEC.
 - (b) The duties of the Public Relations and Communications Committee shall be:



- (i) to develop prototypes for membership brochures and public relations campaign;
 - (ii) to work with the General Secretary, the Union's chief communications person, and the Editor on publicity campaigns;
 - (iii) to cooperate with the Membership Committee in the issuance of membership material;
 - (vi) to cooperate with all Union committees in publicizing their activities;
 - (v) to accumulate and maintain for the Union a reference library on matters of Union interest and service; and
 - (vi) to develop and update a listing of articles, cross-referenced by subjects, appearing in the regular Union publication.
- (3) Professional Problems and Grievances Committee
- (a) There shall be an establish committee on professionals' problems and grievance.
 - (b) The duties of the Professional Problems and Grievances Committee shall be:
 - (i) to develop a list of collective bargaining proposals for each academic year;
 - (ii) to recommend strategy and procedure for the accomplishment of the Union's collective bargaining goals; collective bargaining proposals shall include wages, hours, working conditions and all professional aspects of the employment of educators, and committees.
- (4) Disciplinary Committee
- There shall exist a committee for discipline-related offences involving members, established at every operational level of the Union. This committee shall only handle offences between the membership at union level. Any matter above the union level shall be referred to a competent and impartial court of law.

Article 40

Offenses and Penalties

Any member whose acts allegedly bring the Union into disrepute, or allegedly do the Union and cause of union labour definite harm, which shall include crossing or working behind a union picket line, shall be subjected to the disciplinary code by the Disciplinary Committee.