## RULES OF THE ASSOCIATION OF PROFESSIONAL ENGINEERS OF ELECTRICAL & MECHANICAL SERVICES DEPARTMENT

#### **TITLE**

Title

1. The name of the Association is the Association of Professional Engineers of Electrical & Mechanical Services Department.

(機電工程署專業工程師協會)

#### **ADDRESS**

Address

2. The registered office and postal address of the Association shall be at 3 Kai Shing Street, Kowloon Bay, Kowloon, or such other place as may be decided upon by the Council.

#### **OBJECTS**

Objects

- 3. (1) The objects of the Association shall be as follows:-
  - (a) To secure the complete organisation in the Association of all Professional Engineers of all ranks employed in the Electrical & Mechanical Services Department of the Government of the Hong Kong Special Administrative Region as provided in Rule 5.
  - (b) To obtain and maintain just and proper conditions of employment and to protect the general interest of members;
  - (c) To co-operate with other associations or organisations or institutions whose objects are similar to those of this Association;
  - (d) To regulate the relations and to settle disputes between members and the Government, between one member and another, and between members and other employees by amicable agreements whenever possible;
  - (e) To promote a spirit of mutual respect and understanding between the Government and the Association and to secure the establishment of recognised and permanent machinery for negotiation with the Government;

- (f) To assist members and under certain circumstances their families to secure any or all of the following benefits and such others as the annual or extraordinary general meetings may decide:-
  - (i) legal advice and legal assistance where necessary in connection with employment of members;
  - (ii) monetary relief or such other benefits as may be decided for sickness, accidents, distress, death and retirement;
  - (iii) trade dispute benefits; and
  - (iv) generally to promote the social and recreational welfare of the members and their families in any lawful manner.
- (2) The Association shall represent the general interest of all members in its dealing with the Government of the Hong Kong Special Administrative Region.

#### <u>INTERPRETATION</u>

#### Interpretation

4. In these Rules, unless there is something in the subject or context inconsistent therewith:-

"Association" means the Association of Professional Engineers of Electrical & Mechanical Services Department.

"Member" means a person who is for the time being a member of the Association in accordance with the provision for Association membership embodied in these Rules.

"Council" means the Council of the Association for the time being constituted under these Rules.

"Government" means the Government of Hong Kong. Special Administrative Region.

"Professional Engineer" means a person who is for the time being serving in the Electrical & Mechanical Services Department of the Government of the Hong Kong Special Administrative Region as an Assistant Engineer, Engineer, Senior Engineer, Chief Engineer or Government Engineer in any one of the Professional Steams defined hereunder.

"Professional Streams" means the Electrical & Mechanical Engineering Stream, the Electronics Engineering Stream, the Building Services Engineering Stream or any other streams as approved by the Council.

"Qualified Member" means a member qualified under the Rules of the Association.

"Voting Member" means any member entitled to vote for any purpose under the Rules of the Association.

"Council Member" means any member of the Council.

"Officer" means any member of the Council holding the posts of Chairman, Vice-Chairman, Hon. Secretary or Hon. Treasurer.

#### **MEMBERSHIP**

#### Eligibility

5. Any persons employed in the Electrical & Mechanical Services Department of the Government of the Hong Kong Special Administrative Region as:-

Assistant Engineers,

Engineers,

Senior engineers,

Chief Engineers or

Government Engineers.

shall be eligible to join the Association as members, subject to the Council's approval of the application.

# Application for Membership

6. Where any person desires to join the membership of the Association, he must sign and deliver to the Hon. Secretary of the Association an application for admission in such form and terms as the Council shall require.

#### Subscription, Fees & Contributions

7. The annual subscription is \$100 which shall be payable in advance, on admission and thereafter on 1st January every year.

Alteration of Subscriptions Fees & Contributions 8. The Annual or Extraordinary General Meeting of the Association shall have the power to alter all fees, subscriptions, and contributions for the purpose of providing further benefits for members.

Rights of Membership

- 9. Every member qualified by the Rules of the Association shall be entitled to all the rights and benefits of the Association, including the right to be elected as Officer or Council Member and to attend and vote at an annual or extraordinary general meeting of the Association: Provided that any member whose subscription has been unpaid by the 31st day of January in any year shall cease <u>ipso facto</u> to be a member, but he may be reinstated at the discretion of the Council and provided further that no member stipulated in Rule 12 shall have the right to vote at an annual or extraordinary general meeting.
- 10. All members must abide by the Rules of the Association. If any member shall wilfully refuse to comply with or act in contravention of the Rules or has been guilty of such conduct as to render him unfit to continue to be a member or prejudicial to the interest of the Association, as the case may be, he shall be liable to appropriate punishment, suspension or expulsion by resolution of the Council: Provided that at least one week before the Council meeting at which such resolution is to be passed, he shall be given written notice as to the matters alleged and the intended resolution against him, and he shall have had an opportunity of explanation either orally or in writing. A member so punished, suspended or expelled shall have a right of appeal to the Association in a general meeting.
- 11. Any member who ceases to serve as a Professional Engineer as stipulated in Rule 5 of these Rules shall <u>ipso facto</u> cease to be a member of the Association.

Retired Members

- 12. Any member retiring from the Government as a Professional Engineer as stipulated n Rule 5 due to retiring age or on account of ill health, and not being fully employed elsewhere, subject to the decision of the Council, may remain as a retired member. He shall not have the right to vote on all matters of the Association. He may, however, participate in the benefits provided by the Association.
- 13. Retired members shall be exempted from payment of the annual subscription, but shall pay other fees or contributions (if any) of the Association.

Resignation

- 14. Any member wishing to resign from the Association shall give one month's notice in writing of his intention to do so and send it to the Hon. Secretary. Upon expiration of such notice he shall cease to be a member. However, if he wishes to re-join the membership of the Association, he may be reinstated at the discretion of the Council.
- 15. Any member ceases to be a member of the Association on account of resignation or for any other reason, any subscriptions or contributions or fees previously paid shall not be refunded.

#### CONSTITUTION AND COUNCIL

16. The supreme authority of the Association shall be vested in the Annual General Meeting and, subject to that authority, the Association shall be governed by the Council.

## ANNUAL GENERAL MEETING AND EXTRAORDINARY GENERAL MEETING

Annual General Meeting

- 17. The Annual General meeting shall be held in the month of April or May in every year at such place as the Council may decide.
- 18. All members qualified by the Rules of the Association are entitled to attend and to vote at an Annual General meeting or an Extraordinary General Meeting.

Extraordinary General Meeting

- 19. An Extraordinary General Meeting may be convened by the Council at any time or at the request of at least one third of the total number or 15 of the qualified voting members whichever is the less. Any request from members for an Extraordinary General Meeting shall be in writing signed by the members making it and shall specify the object of the intended meeting.
- 20. If by the expiration of a period of 28 days after making the request for an Extraordinary General Meeting by members as aforesaid, the Council fails to convene the Extraordinary General Meeting, the members who have made such request may themselves convene the meeting: Provided that a written agenda accompanied by the notice of the meeting shall be given by such members to the qualified voting members not less than 14 days before the date of the meeting and that the discussion at the meeting shall be confined to the business contained in the agenda for which the meeting is requested to

be convened, and provided further that any such meeting as aforesaid shall not be held after the expiration of three months from the date of the request.

Business of Annual General Meeting

- 21. The business of the Annual General Meeting shall be :-
  - (1) To receive reports from the Council, to review the past work of the Association, and to plan future policy.
  - (2) To elect by secret ballot the members of the Council.
  - (3) To receive the audited accounts for the previous financial year and to consider the financial position of the Association.
  - (4) To elect or appoint auditor(s).
  - (5) To consider any other business.
- 22. The Annual General Meeting, subject to Rules 19 and 29 of these Rules, shall be the only authority to make, alter, amend and rescind any of these Rules.

Notice and Agenda of General Meeting

- 23. The Hon. Secretary, on the instructions of the Council shall prepare the agenda of the Annual or Extraordinary General Meeting and shall send it together with the notice of the meeting to members not less than 14 days before the date of the meeting. Every such agenda shall specify the nature of the business to be transacted at the meeting. Discussion at any Extraordinary General Meeting shall be limited to the matters specified in the agenda.
- 24. Any accidental omission to send to, or any non-receipt by, any member of any such notice as aforesaid shall not invalidate the proceedings at any such general meeting as aforesaid.

Quorum

25. The quorum for all Annual or Extraordinary General Meetings of the Association shall be at least half of the total number or 25 of the qualified voting members whichever is the less. With the exception of decisions regarding change of name of the Association, federation or amalgamation with any other trade union, and dissolution of the Association, all decisions taken at the Annual or Extraordinary General Meeting shall be valid if passed by a majority of votes of all qualified voting members present constituting the requisite quorum.

26. In the event of insufficient number of qualified voting members present to form a quorum at an Annual or Extraordinary General Meeting, such meeting shall be adjourned to such time and such place as determined by the Council, but must be held not more than one month interval. A notice to this effect shall be sent to all qualified members at least 14 days in a advance, and whatever number of qualified voting members are present at that meeting shall constitute a quorum and business shall be conducted and decisions taken except those on matters for which requisite votes are prescribed by the Trade Unions Ordinance or the Rules of the Association will be valid if passed by a majority of votes of those present constituting the quorum and shall be binding on all members of the Association.

Chairman of General Meeting

27. At every Annual or Extraordinary General Meeting, the Chairman of the Association shall preside over the meeting; if he be absent, the Vice-Chairman present shall preside. If both the Chairman and the Vice-Chairman shall be absent, the members present at the meeting shall elect among themselves a chairman to preside at the meeting.

Decisions of General Meeting

- 28. Every decision (other than those matters for decision by secret ballot) of the voting members in an Annual or Extraordinary General Meeting assembled shall be ascertained in the first instance by a show of hands or, if after, the declaration by the chairman of the result of the show of hands a poll be forthwith demanded by at least three voting members, then by poll.
- 29. Decisions reached at any Extraordinary General Meeting shall have the same validity as decisions reached by the Annual General Meeting provided that, where any change in the Rules of the Association is contemplated, such change shall be specifically stated in the agenda of the meeting.
- 30. The manner of taking any such shows of hands or poll as aforesaid shall be at the discretion of the chairman of the meeting.
- 31. An entry in the minutes of the proceedings at any such general meeting as aforesaid signed by the chairman of the meeting shall be sufficient evidence of any decision of the members in that general meeting assembled.

32. At every such general meeting as aforesaid every qualified voting member shall have one vote and no more: Provided that, in the case of equality of votes, the chairman shall have a second or casting vote.

#### ELECTIONS AND SECRET BALLOT

Secret Ballot Held under the Authority of The Council or Sub-Committee

33. All elections or other matters for decision by secret ballot at the Annual or Extraordinary General Meeting of the Association shall be held under the authority of the Council or under the authority of a Sub-Committee appointed specifically for the purpose by the Council.

Matters to be Decided by Secret Ballot

- 34. All decisions in respect of the following items shall be taken by secret ballot:-
  - (1) election of the Officers and the Council Members of the Association;
  - (2) change in the name of the Association;
  - (3) amalgamation of the Association with another trade union;
  - (4) federation of the Association with any other trade union or trade union federation;
  - (5) resolution on payment of electoral expenses referred to in Section 33A(1) of the Trade Unions Ordinance when no electoral fund has been established; and
  - (6) dissolution of the Association.

**Ballot Forms** 

- 35. The Hon. Secretary or other Council Members shall be responsible for issuing ballot forms. Ballot forms will be issued only to those members qualified by the Rules of the Association to exercise their votes.
- 36. All ballot forms must not be signed by the voters who mark or inscribe them and must be placed in the sealed ballot box provided by the Council. The Council or the Sub-Committee shall appoint voting members to supervise and safeguard the ballot box.

Scrutineers

37. Two or more scrutineers shall be elected at the Annual or Extraordinary General Meeting from members. The scrutineers will be

responsible to the Council or the Sub-Committee for collecting ballot box and counting and checking ballot forms.

#### Nomination

- 38. The nomination of candidates for the Council Members shall be conducted annually by the sitting Council. To this effect the Council shall issue to each qualified voting members a nomination form one month before the Annual General Meeting which shall be duly filled with acceptance of the nominee endorsed to be Council Member or Officer of the Association upon being elected and returned to the Hon. Secretary not later than the date given in the nomination form. The Hon. Secretary shall then submit a list of nominees to the Council for confirmation and circulate to members one week before the election. All nominees shall become candidates for election as Council Members at the Annual General Meeting.
- 39. In case there is insufficient number of candidates nominated for the Council Members, further nomination shall be made at the Annual General Meeting by issuing additional nomination forms to the qualified voting member present at the meeting to nominate candidates from among themselves. Nomination forms duly filled with candidate's consent to serve on the Council if elected shall be returned to the Hon. Secretary at the meeting. All nominations shall be proposed and seconded.
- 40. (1) From among the nominated candidates, 6 Council Members shall be elected annually by secret ballot at the Annual General Meeting by qualified voting members.
  - (2) For the purpose of ensuring suitable representation from every Professional Stream of the Professional Engineers in the Council, 2 Council Members shall be elected annually from each of the three Professional Streams, namely the Electrical & Mechanical Engineering Stream, the Electronics Engineering Stream and the Building Services Engineering Stream.
  - (3) If there is insufficient nominated candidate in any Professional Stream, the vacancy in that Professional Stream shall be filled by the remaining nominated candidates from other Professional Streams who secured the highest number of votes at the election.

#### **COUNCIL**

41. The government of the Association in the periods between annual general meetings and the conduct of its business shall be vested in a Council.

Composition of Council & Tenure of Office

- 42. (1) The Council shall consist of not less than 8 and not more than 12 Council Members. They shall serve for a term of two years and shall be eligible for re-election. The Council Members shall elect annually among themselves by secret ballot within one month after each Annual General Meeting a Chairman, a Vice-Chairman, an Hon. Secretary, and an Hon. Treasurer. No Council Member shall hold office as Chairman or Vice-Chairman of the Association for three years consecutively.
  - (2) To ensure continuity in the Council, the two-year serving term of the Council Members shall be so staggered that only 6 Council Members shall retire after each Annual General Meeting.
- 43. Notwithstanding anything to the contrary in the provision of these Rules, every member of the Council who ceases to be a member or who becomes physically unfit or of unsound mind or who, except with the previous consent in writing of the Council, absents himself from three consecutive meetings of the Council shall <u>ipso facto</u> cease to be a member of the Council.

Frequency of Meeting

44. There shall be a meeting of the Council once every two months at such time and place as the Chairman may decide. The Chairman may, with the concurrence of the Vice-Chairman, convene emergency meetings of the Council should the circumstances require.

Quorum and Decisions

45. Unless and until the Council otherwise determine, more than half members of the Council personally present shall constitute a quorum for a meetings of the Council. Decisions taken at a Council Meeting shall be valid if passed by a majority of votes of those present constituting the requisite quorum. In the case of an equality of votes, the Chairman shall have a second or casting vote.

Filling of Vacancies

46. In the event of death, resignation or dismissal of any Council Member between two Annual General Meetings or when, during such period, any Council Member is unavoidably absent from Hong Kong and such absence is likely to be permanent or unduly prolonged or when any vacancy has occurred under Rule 43, the vacancy shall be filled by the remaining nominated candidate who secured the highest number of votes at last election.

In the absence of such candidate, the Council shall within one month after the vacancy has arisen convene an Extraordinary General Meeting to elect a replacement if the number of members in the sitting Council is less than 8.

If the Council Member vacating office is concurrently an officer, the vacant office shall be filled from among all the Council Members by secret ballot. Any replacement Council Member or Officer will serve the rest of the term of the vacating Council Member or Officer, as the case may be.

Other Committees

47. The Council may appoint sub-committee(s) where necessary to carry out the routine or any special work of the Association. It may from time to time also delegate any of its powers to such sub-committee(s) consisting of two or more members of the Association, and not necessarily members of the Council, as they shall think fit to appoint, and may recall or revoke any such delegation or appointment. Any such committee or sub-committee shall in the exercise of the powers so delegated, confirm to any regulation that may be prescribed by the Council.

Common Seal

- 48. The Association shall have a common seal which shall be in the safe custody of the Hon. Secretary, and this common seal shall only be used by the authority of the Council in resolution.
- 49. Contracts or instruments made by the Council on behalf of the Association to which the common seal of the Association shall be affixed shall be signed by an Officer or a qualified voting member appointed by the Council for the purpose and countersigned by the Chairman together with the Hon. Treasurer, or the Hon. Secretary (or by such member who for the time being and under the Rules of the Association, act as Chairman, Hon. Treasurer or Hon. Secretary).

Protection of Funds by Council 50. The Council shall pursue the objects of the Association and shall protect its funds against extravagance or misappropriation. It

shall give instructions as to the investment of general funds of the Association subject to Rule 653

Appointment and Dismissal of Staff

51. The Council shall give instruction to the Hon. Secretary, the Hon. Treasurer and other Council Members for the conduct of the affairs of the Association. It may appoint clerks and such staff as it may consider necessary and dismiss such clerks and staff for reasons deemed good and sufficient.

Dismissal of Officers or Council Members

52. The Council may suspend or dismiss any Officer or Council Member of the Association for neglect of duty, dishonesty, incompetence, refusal to carry out the decisions of the Council, or for any other reason which it deems good and sufficient in the interests of the Association. Any Officer or Council Member so suspended or dismissed shall have the right of appeal to the Annual or Extraordinary General Meeting.

Punishment and Expulsion of Members

53. The Council may impose appropriate punishment on any member who is proved, to the satisfaction of the Council, to have been guilty of conduct prejudicial to the interests of the Association, or may suspend or expel such member from the Association. Any member so punished or suspended or expelled shall have the right of appeal to the Annual or Extraordinary General Meeting.

Decisions of Council

54. The decisions of the Council shall be binding on all members of the Association.

Interpretation Of Rules

- 55. Between Annual General Meetings the Council shall interpret the Rules, when necessary, and determine any point which the Rules do not adequately cover.
- 56. All Officers and Council Members must be fully paid up with all the subscriptions and contributions.

#### DUTIES OF OFFICERS OF THE ASSOCIATION

Chairman

57. (1) The Chairman shall preside at all Annual and Extraordinary General Meetings and Council Meetings and shall be responsible for the proper conduct of business. He shall have a casting vote. He shall sign the minutes of each meeting after they are approved and all other documents as the Chairman of the Association. And in his discretion, he may

direct the Vice-Chairman to sign on his behalf.

- (2) With the assistance of the Hon. Secretary and the Hon. Treasurer, he shall superintend the general administration of the affairs of the Association and shall endeavour to secure the observance of the Rules of the Association by all concerned.
- (3) He shall, in conjunction with the Hon. Secretary or the Hon. Treasurer, countersign every instrument of the Association to which the common seal of the Association is affixed.

Vice-Chairman

58. The Vice-Chairman shall carry out his duties as defined by the Council. In the absence of the Chairman on Association business or for any other reason he shall act as Chairman until such time as the Chairman returns or the Council shall carry out the provisions of Rule 46.

Hon. Secretary

- 59. (1) The Hon. Secretary shall conduct the business of the Association in accordance with the Rules and shall carry out the instructions of the Annual or Extraordinary General Meeting and of the Council.
  - (2) He shall keep the common seal of the Association in safe custody and a register of all Members.
  - (3) He shall attend all meetings of the Council and shall record the minutes.
  - (4) He shall prepare the Annual Report of the Association for submission to the Annual General Meeting and any other reports necessary for the Extraordinary General Meetings.
  - (5) He shall, in conjunction with the Chairman, countersign every instrument of the Association to which the common seal of the Association is affixed.

Hon. Treasurer

60. (1) The Hon. Treasurer shall be responsible for the safety of all moneys and the safeguarding of all investments belonging to the Association and shall keep full and accurate accounts of all transactions conducted in the name of the Association. He shall prepare a financial statement for each meeting of the

Council and an annual statement of accounts for audit and for presentation to the Annual General Meeting. He shall have the right to speak and to vote on all matters except financial matters.

- (2) He shall, in conjunction with the Chairman, countersign every instrument of the Association to which the common seal of the Association is affixed.
- (3) He shall give to every member of the Association requesting it an annual audited statement of account of all the receipts and expenditure and of the assets and liabilities of the Association free of charge.
- (4) He shall deposit in the bank appointed by the Council all sums over \$1,000 retaining the remainder in a safe place.
- 61. Cheques of the Association shall be signed by the Hon. Treasurer in conjunction with the Chairman, or the Vice-Chairman, or the Hon. Secretary.
- 62. Any Officer or Council Member whose duties involve financial responsibility shall provide such security as the Council may require.

#### **FUNDS OF THE ASSOCIATION**

Types of Funds

- 63. The funds of the Association shall be divided into two sections:
  - (1) General Fund; which may be used by the Council for any lawful purpose approved at the Annual General Meeting or Extraordinary General Meeting of the Association.
  - (2) Welfare Benefit Fund (if any) shall solely be used for welfare purposes approved at an Annual General Meeting or Extraordinary General meeting of the Association. Welfare fund shall not be used for any other purpose or as loan to the General Fund and shall be deposited in a bank approved by the Council.

Use of General Fund

- 64. General Fund shall be used for :-
  - (1) the payment of salaries to clerks of the Association and

- expenses of officers of the Association incurred on official business.
- (2) the payment of expenses for the administrations of the Association including audit of the accounts of the Association.
- (3) the prosecution or defence of any legal proceedings to which the Association or any member is a party, when such prosecution or defence is undertaken for the purpose of securing or protecting any rights of the Association as such or any rights arising out of the relations of any member with the Government.
- (4) the conduct of trade disputes on behalf of the Association or any member.
- (5) compensation of members for loss arising out of trade disputes.
- (6) the payment of donations or grants to registered trade unions or other lawful bodies in Hong Kong and subscriptions, fees and contributions necessary for affiliation to any trade union organisation in Hong Kong.
- (7) the payment of fines imposed on the Association for any offence of which it is convicted under the Trade Unions Ordinance or any other Ordinance.

Investment of General Fund

65. The general fund of the Association which is not required for current expenses may, on the direction of the Council be invested in Government or such other securities, as the Council may think fit, subject to approval of members at an Annual General Meeting or Extraordinary General Meeting.

Establishment of Welfare Benefit Fund

66. The Council shall have the power to establish and/or administer a Welfare Benefit Fund or to appoint a sub-committee to administer the Fund. The fund shall be open to all members and give benefits to members and/or their families in the event of death, sickness, accidents, distress or retirement in accordance with Rule 3(1)(f)(ii) and (iv). (Rules of Welfare Benefit Fund, if any, shall be made separately).

#### **FINANCIAL YEAR**

Financial Year

67. The financial year of the Association shall commence on the  $\underline{1}^{st}$  day of March of each year and terminate on the last day of February the following year.

#### LEVIES

### Imposition of Levies

- 68. (1) The Council may, if necessary, impose a levy upon all members of the Association and all members shall be required to pay such levy provided that, if members object to payment of the levy, they shall have the right to refer the matter to the Annual General Meeting or an Extraordinary General Meeting called in accordance with Rule 19.
  - (2) If any member fails to pay a levy within <u>two</u> months of its imposition, the amount shall be treated as arrears of annual subscription (see Rule 9).

#### **AUDITORS**

### Appointment of Auditor

- 69. (1) One or two auditors who must not be members of the Council shall be appointed or elected at the Annual General Meeting.
  - (2) The auditor shall audit all the accounts of the Association, general welfare and subsidiary accounts (if any) as soon after the close of each financial year as possible and at other times when necessary. All books and accounts of the Association will be examined and a certification as to their correctness or otherwise be given by the auditor. A report by the auditor will be made to the members at the Annual General Meeting.

#### **INSPECTION OF BOOKS ETC.**

## Inspection of Book etc.

70. Any qualified member or any authorised agent of the member will be allowed to inspect the account books, registered rules and the register of members of the Association. Applications must be made in advance to the Hon. Secretary or the Hon. Treasurer, who will be allowed reasonable time to make the necessary documents available.

#### TRADE DISPUTES

Cessation of Work

71. In the event of any trade dispute, the members concerned shall make the same known to the Hon. Secretary of the Association who shall immediately report the same to the Council, but in no case shall a cessation of work be threatened or take place without the sanction of a general meeting.

#### LEGAL ASSISTANCE

Legal Advice or Assistance

72. Consistent with the provisions of Rule 3(1)(f)(i), the Council shall have power to provide legal advice and assistance to any qualified member on any matter connected with the prosecution or defence undertaken for the purpose of securing or protecting any rights arising out of the relations of the member with the Government provided the Council is satisfied that the case is one on which it is advisable that legal advice or assistance shall be given and also provided that the necessity for legal assistance is not caused by drunkenness, wilful neglect of duty or by any criminal act on the part of member.

Dissolution

- 73. (1) The Association shall not be dissolved, except with the consent by secret ballot of not less than 3/4 of the total qualified voting members of the Association.
  - (2) In the event of the Association being dissolved all debts and liabilities legally incurred on behalf of the Association shall be fully discharged and the use of the remaining general and welfare benefit funds shall be decided by qualified voting members present at a general meeting held for the purpose of dissolution of the Association.
  - (3) When the Association is dissolved notice of such will be sent by the Hon. Secretary to the Registrar of Trade Unions within 14 days after the dissolution.

#### **RULE BOOK**

Rule Book

- 74. (1) A copy of these registered rules shall be given to every person accepted into membership of the Association.
  - (2) A copy of these registered rules shall be readily available at the Association premises for perusal by any member.

#### **EDUCATIONAL WORK**

Educational Work

75. The Association may undertake the education of its members through meetings or classes and a bulletin reporting the activities of the Association. It may publish literature and take such other action as will promote industrial, cultural and social knowledge.

Certified and signed by seven voting members:

	(	(1)	
(	(2)	(	(3)
(	(4)	(	(5)
(	(6)	(	(7)