

**Constitution  
of  
National Federation of Telecom Employees  
[BSNL]**

*[Regd. No. 4906 dated 17.9.2000]*

**FORM 'C'**

**Certificate of Registration  
of Trade Union**

संख्या न. 4906

It is hereby certified that the NATIONAL  
FEDERATION OF TELECOM EMPLOYEES  
BSNL has been registered under the Indian  
Trade Unions Act, 1926, this day of  
17.9.2001.

*Dy. Registrar of Trade Unions, Delhi*

**NATIONAL FEDERATION OF  
TELECOM EMPLOYEES**

**[BSNL]**

*C-4/1, Bangla Sahib Marg, New Delhi - 110 001*

*Telephone : 23363245/23346656*

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OFFICE OF THE DY. REGISTRAR TRADE UNIONS, NEW DELHI DISTT.  
GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI  
( LABOUR DEPARTMENT)  
1, CANNING LANE, NEW DELHI-110001

NO.F 10( 4906 )/RTU/4148

Dated: 17/12/14

To

The General Secretary  
National Federation of Telecom Employees BSNL  
C-4/1, Bangla Sahi Road(Baird Road), New Delhi-110001

Subject:- Registration of amendments in the constitution of union  
(Regn. No. 4906)

Sir,

With reference to your application dated 20.10.2014 on the  
above noted subject, this is to inform you that the amendments in the  
constitution of union have been registered under the provisions of the  
Trade Unions Act, 1926 and the Regulations made there under as per  
Annexure A enclosed.



Encs.: As above

Yours faithfully,

( LALLAN SINGH )  
DY. REGISTRAR, TRADE UNIONS  
NEW DELHI DISTT.  
Dy. Registrar, of Trade Union,  
Delhi

**ANNEXURE 'A'**

The following amendments have been incorporated in the constitution of "National Federation of Telecom Employees BSNL" Registration No. 4906:-

**Clause 15(a)** The unions subscription will be Rs.25/- per member per month. The amount will be recovered by the Drawing Disbursing Officers through check off system.

(b) The amounts so collected by DDOs will be distributed as below.  
CHQ = Rs.6.00 per member, Circle = Rs.9.00 per member, District= Rs. 10.00 per member.

**Note:-** District unions will give branch union share at the Rate of Rs. 4.00 per month per member.

**Clause 11 (C)(1) Frequency:-** The National Conference shall meet once in three years.

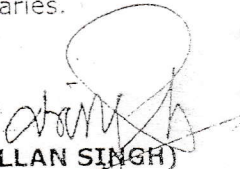
**Clause (25) Circle Conference:-** The Circle Conference shall be held at least once in three years.

**Clause (31) The Management:-** SSA Conference shall meet once in two years.

**Add Para (g) below 41 (f)**

(g) Branch Secretaries will invariably submit list of membership February, August of the every year to the circle Secretaries.



  
(LALLAN SINGH)  
DY. REGISTRAR TRADE UNIONS  
NEW DELHI DISTRICT

*Dy. Registrar of Trade Union,  
Delhi*

# **National Federation of Telecom Employees [BSNL]**

**[Regd. No. 4906 dated 17.9.2000]**

## ***Constitution***

### **1. Name**

The name of the union shall be "National Federation of Telecom Employees BSNL", hereinafter referred to as "Union".

### **2. Registration**

The Federation shall be registered under the Indian Trade Union Act.

### **3. Headquarters**

The headquarters of the Federation shall be located at the headquarters of the BSNL now at New Delhi at C-4/1, Bangla Sahib Road, New Delhi - 110001.

### **4. Aims and Objects**

- a) To safeguard and promote the interests, rights and liberties of the employees of BSNL.
- b) To ameliorate and promote social, cultural and educational uplift of the members.
- c) To ventilate and secure redressal of the grievances of the members.
- d) To provide for such legal assistance as may be necessary.
- e) To render efficient service to the nation by inculcating a new work culture conducive to a consumer friendly environment and actively participate in building a socialist society.
- f) To work with dedication to keep BSNL profitable and fight against policies that seek to undermine it.
- g) To coordinate activities with other organisations in Telecom sector and join the mainstream of other PSUs in their ef-

forts to keep them economically viable and prevent their privatisation.

- h) To conduct one or more journals on behalf of the Union.
- i) To do all other things as are incidental or conducive to the attainment of the above objects or any one of them.

## 5. Structure

It shall comprise Circle/SSA/Local Branches in respective units of management of BSNL.

The jurisdiction of the Branches shall be co-terminus with Circle/SSA in the respective jurisdiction.

To settle intra-union rivalry, if any, jurisdiction of this Federation shall be Delhi only.

## 6. Functioning of the Union

The Union shall be unitary in character and shall function on the principle of a federal structure comprising all categories of non-supervisory staff of BSNL. It will ensure autonomy of all cadres insofar as their specific demands are concerned, differences, if any, being resolved by consensus. It will carry forward the traditions of autonomy of all groups of employees enjoyed hitherto in NFTE.

## 7. Membership

- a) i) **Employees of BSNL** belonging to non-executive categories (erstwhile Group C and D of DoT) will be eligible for membership.
- ii) **Non-employees of BSNL**, elected to any office of the Union shall be honorary members during the tenure of their office subject to the provisions of Section 22 of the Indian Trade Unions Act, 1926.
- b) **List of Membership** : Membership register shall be maintained by the Local Branches of the affiliated unions.
- c) **Rights of Members**
  - i) **Inspection of records**: The office bearers of the Union at various levels shall have the right of inspection of account books and other relevant records of the Union at various levels.

Any member who wishes to avail of the above right shall be eligible to do so through the Local Secretary of his/her Branch.

- ii) **Election of office-bearers:** A member who is not a defaulter shall be eligible for election to any office or a representative of the Federation and Union at any level.

### **8. Conditions of benefits**

All members of the Union shall be entitled to the benefits provided by the Union.

### **9. Representation to Management**

- i) The Union shall be the supreme body in all matters of common concern to all arms of the service. Matters of common concern and those referred to it by the Circle/SSA/Branch, shall be represented by the Union.
- ii) In cases where interests of some or all members of a particular cadre are of conflicting nature they will be pursued after discussion in a proper forum in the Union.

### **10. Organisation**

For the administration of the affairs of the Union, it shall function through the following bodies :

- a) Central Headquarters (CHQ);
- b) Circle Branch;
- c) SSA (District) Branch;
- d) Local Branch

Where more than one union or its SSA branches exists, a **coordinating body** will be formed. Secretaries at all levels will join the coordinating committees. They will also coordinate their activities with unions in other PSUs/Telecom etc.

#### **b) Recognition**

Recognition of the Branches shall be governed in the following manner :

i) **Grant of recognition**

**Circle Branch :** A Circle Branch constituted in accordance with the rules contained in Part II of the Constitution shall be recognised by the CHQ.

**District/Local Branch :** A District and Local Branch constituted in accordance with the rules contained in Part III and Part IV of the constitution respectively shall be recognised by the Circle Branch.

- ii) **Suspension of Recognition** will be done for non-payment of quota and restored on clearance of dues.

**c) Management**

Management of the Union shall be vested in

- i) A National Conference;
- ii) A National Executive Committee and
- iii) A Secretariat.

**11. The National Conference**

**a) Composition :** The National Conference shall consist of;

- i) **Elected members :** Delegates to the National Conference elected by SSA/ Branches of the affiliated union.

**Number of delegates :** SSA/Branches of the affiliated union will elect delegates on the following of basis:

One for every 50 of its members. However additional delegates may be deputed to represent left out categories of staff.

**Membership of a SSA/District Branch** will be calculated on the basis of the average quota received by the Federation during the preceding two years.

**Admission :** The Secretary General shall admit delegates. Any appeal against composition/election of delegates will be settled by the conference.

- ii) **Ex-officio delegates :** Office-bearers and Secretaries .

**b) Voting Strength :** Voting strength of delegates will be calculated on the basis of quota received by the Federation from branches in a Circle in the previous two financial years. It will be one for 50 members. The voting power will be shared by SSAs in the ratio of quota paid by them.

**c) Meetings**

- i) **Frequency :** The National Conference shall meet once in two years.

**Requisition :** A meeting of the National Conference shall, however, be convened by the Secretary General in consultation with the National Executive on notice of requisition signed by at least 1/3 of the Circle Unions which will make efforts to resolve the issue. If the SG fails to convene the meeting, the first signatory shall be compe-



tent to convene the meeting at such place and on such a date as may be decided upon by the requisitionists. A clear notice of 30 days however, be given for such a meeting. To avoid dispute, BSNL will be requested to send an observer.

(ii) **Notice** : A notice of 30 days specifying date and venue shall be given for the meeting of the National Conference.

An intimation of the meeting of the National Conference shall be given to all the Circle Branches and also notified in the Union's journal 60 days in advance to enable branches to move resolutions, amendments to the constitution etc.

iii) **Quorum** : For all meetings of the National Conference the quorum shall be one-third of the total eligible delegates consisting of representatives of at least 1/3rd of the Circle Unions.

c) **Voting** :

Efforts will be made to take decisions by consensus, failing which decisions shall be taken by simple majority of votes, except for amendments to the Constitution and dissolution of the union as provided for in Articles 18 and 19. Delegates from a union will share the votes allotted to the union in proportion to the voting strength of the SSA/branches.

All voting shall be by show of hands, a division being granted when demanded. A ballot shall be granted, if demanded.

d) **Powers** :

The Conference at the commencement itself shall set up appropriate number of Committees comprising of delegates belonging to the various cadres - Sr. TOA, TTA, Telecom Mechanic, Group D and staff of Civil Wing and Telecom Factories. Pre-restructured cadres will be grouped with restructured cadres. These Committees shall meet between the sessions of the Conference and deliberate over their specific problems. Decisions taken in these Committees shall have the sanction of the Conference. In case of conflict of interest, the Conference shall make all efforts to reconcile the differences before taking a decision.

i) To elect office-bearers mentioned in Art. 14(a)

**Note :** At least 50 per cent of the office-bearers will be from amongst working employees as required by the Trade Unions Act.

- ii) To adopt biennial report, audited accounts and budget for the next two years.
- iii) To act as an appellate authority in matters pertaining to the affairs of the Union.
- iv) To take such measures as may be necessary in all matters not herein specifically provided for.
- v) To appoint Auditor(s) as provided in the Act and the accounts shall be audited in accordance with the provisions of the Delhi Trade Union Regulation, 1927.

The Union will submit annual returns as per Trade Union Act, 1926.

## **12. National Executive**

- (a) **Composition :** The National Executive shall consist of the office-bearers of the Union and Circle Secretaries and representatives of various cadres appointed by the committee in the conference.
- (b) **Meetings:**
  - i) **Frequency:** The National Executive shall ordinarily meet once in six months but at least once in a year.
  - ii) **Notice:** A clear notice of 28 days in writing shall be given to members of the National Executive for the meetings.
  - iii) **An urgent meeting** of the National Executive can be convened by a notice of 10 days.
  - iv) **Quorum:** For the meetings of the National Executive Committee, the quorum shall be 1/2 of the Members.
- (c) **Powers**
  - (i) To supervise the work of the Central Union.
  - ii) To adjudicate on all matters of dispute and issues involving conflict of interest between the various categories, Branches/members. An appeal on the decision will be made to the National Conference.

- iii) To make rules in all matters not inconsistent with the Constitution of the Union.
- iv) To fill up vacancies in office bearers.
- v) To present the biennial report and the audited accounts with auditor's report.
- vi) To make rules for the formation, functioning of Circle, SSA and Local Branches with a specific schedule of powers for their respective functioning including management and control.

### 13. The Secretariat

#### a) Composition :

The Secretariat shall consist of office-bearers of the Union at the Headquarters and Circle Secretaries available at the Headquarters.

#### b) Meetings:

- i) **Frequency:** The Secretariat will meet as often as may be necessary.
- ii) **Notice:** The period of notice shall ordinarily be 3 days and for emergency meetings one day.

#### c) Powers:

The Secretariat will function **as a consultative body**. It will also be competent to decide upon issues of common interest and issues referred to it by the Secretary General for advice to enable the union to take a unified stand. It will, however, not take any decision contrary to the decisions taken by the National Executive/National Conference.

The Secretariat will also decide on the question of **participation in Conventions/Seminars organised by other trade unions** including National Centres and elect representatives thereon.

It will elect representatives of the Union to the various committees/bodies for negotiations with the authorities.

It will appoint staff for the CHQ.

### 14. Office-bearers

#### a) The following shall be the office-bearers :

- i) A President;

- ii) Five Vice-Presidents or more;
- iii) A Secretary-General;
- iv) Five Secretaries or more;
- v) A Treasurer-cum-Secretary;
- vi) An Assistant Treasurer;
- vii) Organising Secretary.

**b) Powers and Functions**

- (i) **President:** The President shall preside over the meetings of the National Conference, National Executive Committee and the Secretariat and exercise general supervision and control over the affairs of the Union. In case of tie, he will cast his vote.
- (ii) **Vice-Presidents:** The Vice-Presidents shall exercise all the powers of the President in his absence and shall assist him in the work.
- (iii) **Secretary-General :** Subject to (i) above, the Secretary General shall be the chief administrative and executive officer of the Union and shall administer the affairs of the Union under the control and direction of the managing committees. He shall have the powers to summon meetings of the managing committees. He shall exercise general control over the funds of the Union along with the Treasurer-cum-Secretary. He shall be the publisher and editor of the journal or journals of the Federation.  
He shall organise consumer redressal forums specifically in the Telecom sector associating the Union in their activities.  
He shall organise trade union activities on a regular basis to inculcate social commitment among the workers.  
He will interact with the media and MPs of all political parties.
- iv) **Secretaries:** The Secretaries shall assist the Secretary General in the discharge of his duties and one of them shall officiate as Secretary General in the latter's absence from headquarters.

v) **Treasurer-cum-Secretary:** In conjunction with the Secretary-General, he shall exercise general control over the funds of the Union and maintain the accounts of the Federation. His specific duties shall be as under :

- a) He shall be personally responsible for the funds of the Federation and the records pertaining to accounts.
- b) He shall receive contributions, donations and all dues and issue receipts in printed form for the amounts received by him.
- c) He shall retain in hand only the amount necessary for current expenditure and deposit and invest the surplus amount in the manner specified in Article 15.
- d) He shall make payments after getting vouchers attested by the Secretary General and maintain vouchers for all payments made.
- e) He shall maintain all the account books.
- f) The accounts shall be maintained in a manner to show under separate heads the income and expenditure as required in the statements to be submitted to the Registrar of Trade Unions, as suggested by the Auditor, as the Secretary General may require and in such manner as may be deemed expedient.
- g) He shall operate the Bank account jointly with the Secretary General.
- h) He shall sign the audited balance sheet, including for the year in which he was not holding office.

**Asstt. Treasurer** will assist the Treasurer-cum Secretary in all his duties.

- i) **Duration of office :** All office-bearers of the Federation shall hold office till the next session of the biennial Conference of the Federation is held and new office-bearers are elected.
- j) **Vacancies in elected offices:** If any elective office of the Federation falls vacant, it shall be filled by the National Executive Committee.

**15. Funds/Assets**

- a) **Subscription:** The subscription shall be collected through check off system by the Pay Disbursing Officers at Unit level, failing which by local secretaries of the union at the following rates :

**All employees Group C**

including those in OTBP/BCR/Gr. IV — Rs. 15/- p.m.  
Sr. TOA, TTA, Telecom Mechanic, and  
all pre-restructured cadres.

**Other employees Group D**

including those in OTBP/BCR etc. — Rs. 10/- p.m.

**Note :** These rates will be revised after new pay scales are introduced, subject to the provision of the Trade Union Act, 1926.

- b) **Allocation :** The amount so collected shall be allocated as follows :

C.H.Q.	.....	20%
Circle	.....	30%
SSA	.....	30%
Local	.....	20%

- c) **Bank Account:** The funds of the Federation shall be deposited in the Savings Bank Account of a Post Office or a scheduled Bank, or in fixed deposit or in any one or combination of the said forms of deposit in the name of the Federation and the accounts shall be operated jointly by the Secretary General and the Treasurer-cum-Secretary.

- u) **Applicability of Funds:** The funds of the Federation shall be applicable for the purpose of the management of the Federation and conduct trade disputes on behalf of the Federation, prosecution or defence of any legal proceedings arising out of the legitimate activities of the Federation in which it is a party and for all others purposes not inconsistent with the constitution of the Federation and for the purpose of payment of T.A. and D.A. to office-bearers and to bear their expenses as approved by National Executive.

**N.B. :** T.A to office-bearer will be 2nd class railway fare by Mail/ Express

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**Note :** The rate of subscription was raised to Rs. 20/- after the wage agreement and equal allocation @Rs.5/- at all levels.

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**President and Secretary General will be paid as per the class they travel.**

- e) **Immovable Property:** The immovable property of the Federation shall not be disposed off unless 2/3rd majority of the National Conference decides in favour provided however in the case of emergency and/or on account of de-recognition, the National Executive Committee will be entitled to take a decision with the approval of at least 10 General Secretaries of the affiliated unions in the case of disposal of the property, the assets will be distributed in the ratio of contributions made to build such a property.
- f) **Provident Fund:** The Federation will provide Contributory Provident Fund facility to its employees.

## **16. Fines**

No fines shall be imposed except as provided for under Trade Union Act.

## **17. Disciplinary action**

### **(a) Anti-Union activities**

The managing bodies at various levels shall be competent to suspend, adopt a no confidence motion against or censure its office-bearers or members under its jurisdiction.

Before taking any disciplinary action against any office-bearer, the person concerned shall be furnished with a list of charges against him in writing, who shall submit his defence within 14 days from the date of receipt of the charges, failing which a decision may be taken ex-parte.

No resolution of no-confidence, expulsion, etc. against any member or office-bearer of the Union shall be passed except by two-thirds majority vote of members attending the meeting. However, a resolution of censure can be adopted by simple majority. Any office-bearer against whom any disciplinary action has been taken shall have the right to appeal to the authority higher than the punishing authority and a final right of appeal to the National Conference.

A disciplinary action like suspension, etc. shall be suo moto reviewed by the following Conference before holding the election of office-bearers. If the Conference reiterates a decision, the affected

member shall have the right to make fresh appeal as provided for in the preceding paragraph. If no decision is taken by Biennial Conference the debarring from office, suspension, etc, shall be deemed to have lapsed.

**b) Failure to hold Conference**

- (i) **Circle Branch :** The Secretary General shall have the power to ensure that the annual conference is held in due time at Circle level.
- (ii) **Local and District/S.S.A. Branch :** The Circle Secretary shall have the power to ensure that District Branch conferences are held in due time.

*Note : In case the SSA or Branch Secretary fails to hold respective Annual Conference as provided for in the constitution, the Circle Secretary shall notify the unit concerned to hold it and if he fails to hold it within a month of receipt of such notice without sufficient justification, the Circle Secretary shall be competent to hold the conference. The SG may intervene in case the Circle Secretary fails to ensure holding of conference at local level.*

In case of Circle Union the Secretary General shall exercise the above power.

- (c) **Failure to hand over records and accounts :** In case an office-bearer does not hand over the accounts or the funds of the Union and all efforts of persuasion fail, the Executive Committee shall take appropriate action.
- (d) **Non-observance of Union Decisions and Policies:** The Secretary General shall, with the approval of the Secretariat, notify to the Executive of the affiliated union (Circle/SSA/Local level as the case may be) about the anti-union activities of office-bearers of the relevant body.

**18. Disputes in elections**

- (a) Efforts will be made to elect broad-based set of office-bearers and executive committee representing all views and categories with a view to give a united leadership to the workers.
- (b) In settlement of disputes in elections at various levels, methods of conciliation will be adopted. If the dispute is



admitted and settlement is not reached, election will be set aside and another session of the conference will be held to elect new office-bearers. Delegates who participated in the annual conference, or were eligible to participate, alone will participate and no new election of delegates will be held. The notice for the Conference will be issued by the disputed Secretary or Ex-Secretary as is decided mutually or by next higher authority within 30 days (15 days for Branch) of decision of the dispute. In no case an ad hoc committee will be constituted to settle disputes.

In case the Secretary authorised to hold the Conference fails to hold it, the authority which decides the dispute will be competent to hold the conference. Subject to the above, the following procedure will be adopted at various levels:

- (i) **National Conference** : If a dispute arises about the office-bearers of the Federation and SG fails to resolve it, the Secretary General will convene a meeting of the General Secretaries of the affiliated Unions to decide the issue. The decision of the General Secretaries shall be binding till the next National Conference which shall be held within a period of twelve months of such decision.
- (ii) **Circle Conference** : If a dispute arises in the Union Conference, the National Secretariat shall give the decision. An appeal against the decision shall lie with the National Executive Committee or the National Conference, whichever meets earlier.
- (iii) **SSA and Local Branches** : All disputes at SSA and Local levels shall be settled by the General Secretary in consultation with its Secretariat. Appeals against the decision of the union Secretariat will lie with the Executive or Conference whichever meets earlier.

In case an appeal is made to Federation, the Secretariat shall have the right to intervene and its decision shall be final.

If within 60 days of the receipt of a dispute the Union fails to settle it, the National Secretariat shall be compe-

tent to intervene in disputes at SSA/Local Branch level and settle the same within 30 days. The Secretariat shall refer to the respective higher managing bodies their decision for ratification. Subject to the decision of the Federation as stated above, the office-bearers and/or Executive Committee recognised by the Union will be deemed as the authorised office-bearers. The Executive body or the office-bearers holding charge of the records and funds of the Branch Union shall hand over charge of the same to the Executive body or office-bearers so recognised by the Circle Union.

- (c) **Dispute in election of delegates:** Normally the list of the delegates submitted by a Branch Secretary shall be admitted. On appeal decision will be taken by the house on merits. Appeal will be to the conference.

## **19. Amendments to the Constitution**

Notice of amendments to the Constitution shall be given to the Secretary General 30 days before the commencement of the National Conference.

A notice of 21 days shall be given to all delegates to the National Conference (through the Circle Unions) and publication in the journals for any amendment to the Constitution.

Amendments to the Constitution can be made only by the National Conference by a two-third majority of votes of the delegates present and clear majority of the total strength of the National Conference, and the same are to be informed to the Registrar of Trade Unions, Delhi and it will not come into effect until approved and registered by the Registrar of Trade Unions.

## **20. Dissolution**

- (a) For merger of the Federation with similar organisations of Telecom employees as provided in the Trade Union Act.
- (b) The dissolution of the Federation can only be decided by the National Conference specifically convened for this purpose after giving one month's notice and by a majority of three-fourths of the delegates and after making necessary arrangements for the disposal of the assets and liabilities.

## **21. Interpretation of the Constitution**

This Constitution shall be construed with reference to provisions of the Trade Union Act, 1926. Where the Act furnishes no guidance for the interpretation of any particular Article, the National Executive Committee shall be empowered to give interpretation of such Articles. This decision shall be binding unless revoked by the National Conference.

The Secretary General also can give tentative interpretation of the Constitution in case of emergency which shall be binding unless revoked by the National Executive or the National Conference.

Where the Constitution of the union in Part II, III & IV is silent on any issue, it will be interpreted by the Circle, SSA/District/Branch on the basis of provisions of Part I.

### **21 (A) Code of Discipline**

The union shall abide by the code of discipline.

## Part II

# CIRCLE BRANCH

### 22. (a) Name

The Circle Branch shall be called the "National Federation of Telecom Employees (BSNL)..... (Name of the Circle Branch), hereinafter called "Circle Branch".

### (b) Headquarters

The headquarters of the Circle Branch shall normally be at the Circle Headquarters of CGM BSNL.

### 23. Conditions for establishment

A Circle Branch shall be established for a unit declared as Circle by BSNL under head of a Circle.

### 24. Management

The management of the Circle Branch shall vest in the following bodies:

- a) The **Circle Conference** shall meet once in two years. A special session of the Circle Conference shall be convened as exigencies may require, only for a specific purpose by the Circle Secretary on the advice tendered by the CHQ or by the Circle Executive, as the case may be.
- b) The **Circle Executive** shall ordinarily meet once in six months. A special session of the Circle Executive shall be convened as exigencies may require only for specific purposes by the Circle Secretary on the advice of the CHQ or requisition by him on behalf of one-fourth of the Executive Members representing at least one third SSA branches. If the Circle Secretary finds it difficult to convene such a requisitioned meeting within one month of the receipt of the requisition, he will hold a meeting of the Circle Executive Committee to find a solution of the problem, failing which the first signatory shall be competent to convene the same.

- c) The **Circle Secretariat** shall meet as often as necessary. The provisions of Article 13 shall apply *mutatis mutandis* in respect of jurisdiction of the Circle Branch.

## 25. Circle Conference

The Circle Conference shall be held at least once in two years.

### a) Notice

For the Circle Conference, not less than clear 30 days notice shall be given. For an emergency session the period of notice will be reduced by half.

### b) Composition

The Circle Conference shall comprise :

- i) **Elected Delegates** representing local branches in the ratio of one for 20 members.
- ii) **Ex-Officio delegates** who shall be the office-bearers of the Circle Branch, and the S.S.A. Secretaries. The latter, however, shall share the voting strength of the Branch Union where he is paying subscription. Secretary General or his nominee shall also be an ex-officio delegate.

### c) Voting Strength

- i) The voting power of each local Branch shall be fixed on the basis of one vote for every twenty members, the strength of membership being determined as laid down in Art. 11. The strength of membership shall be determined on the basis of average quota of subscription received from the Branch during the year or years and shall pertain to that year or years relating to which the last conference was held.
- ii) **Ex-officio delegates** shall exercise one vote each subject to the provision that total votes exercised by them shall not be more than 5% of the total voting power of the delegates representing Branches.

### d) Quorum

The quorum for a Circle Conference shall be 1/3rd of **voting strength** of the Conference provided however that at least half the number of eligible local Branches are represented.

**e) Powers**

The Circle Conference shall have all powers as defined in Art 12(d) in respect of its own jurisdiction, with the provision that it shall not take any decision inconsistent with or contrary to the decisions of the Central Union.

**26. Circle Executive**

**a) Notice**

Notice of 15 days will be given.

**b) Composition**

It shall consist of the Circle office-bearers and S.S.A. Secretaries and representatives of categories that are not represented in the panel of office bearers. These representatives will be elected in the Circle Conference.

**c) Voting Power**

All members shall carry one vote each.

**d) Quorum**

The quorum for the meeting of the Circle Executive shall not be less than 1/3rd of the strength, provided however, at least half the number of S.S.A. Secretaries are present.

**e) Powers**

In between the sessions of the Conference, the Circle Executive shall exercise all powers of the Circle Conference except election of office-bearers and adoption of the Annual Report and accounts, provided that the Executive shall take no action against the directives of the Conference. It shall also be competent to fill up vacancies in elected posts of office-bearers due to death, resignation, etc.

**27. Circle Secretariat**

Provisions of Art 13 shall apply mutatis mutandis in respect of the jurisdiction of the Circle.

**28. Office-bearers**

**a) The following shall be the office-bearers**

- i) A President;
- ii) 2-3 Vice-Presidents or more;
- iii) A Circle Secretary;

- iv) 2-4 Assistant Circle Secretaries or more;
- v) Treasurer;
- vi) Assistant Treasurer;
- vii) One Org. Secretary or more

**b) Duties and tenure of office-bearers**

- i) Art. 14 shall be applicable mutatis mutandis in respect of the jurisdiction of the Circle Branch,
- ii) The Circle Secretary shall circulate at least one month before the Circle Conference, details of the quota received from the Branches in his Circle by the respective bodies.

**29. Expenses**

The Circle Union shall, in accordance with the rules framed by the Circle branch, bear the T.A. and D.A. of its office-bearers for attending the Circle Conference and Executive meetings, and for attending the National Conference or a meeting of the Central Working Committee as provided for in Art. 15(d) above.

## Part III

# SSA (DIVISIONAL) BRANCH

### 30. a) Name

The SSA (District) Branch shall be called "National Federation of Telecom Employees (BSNL)"..... Name of the Branch) SSA (District) Branch.

### b) Headquarters

The Headquarters of the SSA/District Branch shall normally be at the headquarters of the SSA/District.

### 31. The Management

#### SSA (District) Conference

SSA conference shall meet once a year. A special session of SSA conference shall be convened as exigencies may require, only for a specific purpose by the Distt./SSA Secretary on advice tendered by the District Executive or on receipt of requisition from at least half the number of Branch Secretaries in the SSA. In case the SSA Secretary does not convene the conference, the requisitionists shall be competent to convene it.

a) **Notice:** A clear notice of 21 days shall be given for a meeting of the Conference.

#### b) Composition

A District Conference shall consist of elected delegates from the Branches and ex-officio delegates, namely, Circle Secretary, District office-bearers and Branch Secretaries.

#### c) Voting Strength

At a SSA/District Conference, the voting strength of a Branch shall be the average membership calculated on the basis of average quota received.

The office-bearers of the SSA Branch shall share the votes of the Branch to which they belong.



**d) Quorum**

The quorum for a SSA/District Conference shall be 1/2 of the voting strength of the Conference provided however that half the number of eligible branches are represented.

**e) Powers**

The District Conference shall have all the powers as defined in Art. 11 in respect of its own jurisdiction and with the proviso that it shall not take any decision contrary to those already taken by the higher bodies.

**32. Executive Committee**

**SSA/District Executive Committee** which shall ordinarily meet once in 3 months or as often as necessary or on a requisition made by more than half the Branch Secretaries or directive received from higher bodies.

**a) Notice**

A notice of 7 days shall be necessary except in urgent cases where 4 days notice will be sufficient.

**b) Composition**

The District Executive shall consist of (a) Secretaries of local Branches and (b) office bearers of District Branch.

**c) Voting**

Each member shall carry one vote.

**d) Quorum**

The quorum for the Executive shall be equal to 1/2 of the Branches in the Division /District.

**e) Powers**

The District Executive shall frame rules for payment of TA & DA to its office-bearers and members.

In between the sessions of the District Conference, the District Executive Committee shall exercise all powers of the District Conference except election of office-bearers and adoption of Annual Report and accounts provided that the committee shall not take any decision or action contrary to the directive of the conference. It shall also fill up vacancies in elected posts.

### **33. Office-bearers**

The following shall be the office-bearers:

- i) A President;
- ii) 2 Vice-Presidents or more;
- iii) A SSA/District Secretary;
- iv) 2 Assistant Secretaries or more;
- v) 2 Organising Secretaries or more;
- vi) A Treasurer

## Part IV

### Local Branch

#### 34. Name

The Branch Union shall be called "NFTE(BSNL)" (name of the branch) Local Branch.

#### 35. Headquarters

The headquarters of a Local Branch shall be located within the jurisdiction of the local branch at any station chosen by the conference.

#### 36. Jurisdiction

The jurisdiction of a Local Branch shall ordinarily be a Telephone Exchange or Exchanges, Repeater Station or Stations, Wireless Station or Stations or any office of the Telecom establishment. No two local units shall have an overlapping jurisdiction. The jurisdiction of a local Branch shall ordinarily be a Sub-Division provided, however, that in the case of Phones Division/Telegraph office etc., a single branch may exist if the members so desire.

#### 37. Conditions of Establishment

A Local Branch established by 20 members shall be recognised by Circle Secretary.

In exceptional circumstances like a Wireless Station or an Exchange being very remote, a branch status may be given by the Circle Secretary irrespective of the number of members.

In case of demand for formation of a new Branch out of an existing Branch, the decision of the members belonging to the proposed jurisdiction of the new Branch shall be final provided that such jurisdiction is in conformity with the conditions for establishing a local Branch.

No local Branch shall be formed on the basis of a single cadre of employees. This does not preclude a Branch being formed with exclusively one cadre of employees in case there is no other cadre of employees eligible to become members within that jurisdiction.

### **38. Payment of dues**

Members shall pay their subscription and other dues at rates specified in Art.15.

### **39. Allocation**

The subscription shall be allocated in the manner specified in Art 15(b).

### **40. Management**

The management of the Branch Union shall vest in the following bodies:

- i) The **Branch Conference** which shall meet before the Circle Conference.
- ii) The **Executive Committee** which shall be convened as often as necessary after due notice.
- iii) The **General Body Meeting** which shall be convened as often as necessary after due notice.
- ii) The **Executive Committee** which shall be convened as often as necessary after due notice.
- iii) The **General Body Meeting** which shall be convened as often as necessary after due notice.

### **41. Branch Conference**

#### **a) Notice**

For Branch Conference not less than clear 14 days notice shall be given. A defaulters list will be circulated sufficiently in advance to enable the members to clear the dues, in case subscription is not collected by check off system.

#### **b) Composition**

The conference shall consist of members of the branch.

#### **c) Voting**

All members except defaulters on the rolls on the date of issue of notice for the Branch Conference, shall be entitled to vote, each member having a single non-transferable vote.

Voting shall ordinarily take place by show of hands but in case secret ballot is demanded even by one member in respect of election it shall be granted.

**d) Polling**

The voting for election of office-bearers, delegates, Executive Committee members or other posts will be done through ballot if demanded. Ballot Boxes may be kept at convenient places under proper supervision for such period as would enable the round-the-clock staff to cast their votes conveniently. Subject to the above, detailed methods of conducting the poll may be decided by the Executive Committee.

**e) Quorum**

The quorum for a Branch Conference shall be 1/2 of the membership or one hundred whichever is less.

**f) Powers**

The Branch Conference shall be the supreme deliberative and legislative body of the Branch and shall have absolute control over the affairs and property of the Branch subject to the general control and supervision of the District, Circle, and Centre. It shall have the following specific powers.

- i) To elect office-bearers
- ii) To elect an auditor
- iii) To elect members to the Executive Committee.
- iv) To consider and adopt the annual report, audited accounts and budget estimates.
- v) To pass resolutions on problems of the employees and to devise ways and means to implement the Centre's policy and directives and
- vi) To fix the quorum for the meeting of the Executive Committee.

**42. Executive Committee**

**a) Notice**

Notice of an Executive Committee meeting shall be served at least 3 days before the date thereof provided however an extraordinary meeting of the Executive Committee may be convened at 24 hours' notice.

The Secretary shall convene Executive Committee and General Body meetings as often as he may consider necessary or as

may be advised by the Executive Committee or the General Body.

**b) Composition**

The Executive Committee shall consist of office-bearers and Committee Members.

**c) Voting Strength**

Members shall carry one vote each.

**d) Quorum**

The quorum for the meeting of the Executive Committee shall be as fixed by the Branch Conference.

**e) Powers**

It shall exercise all powers of the Conference in between sessions of the General Body Meeting except those specified in sub-clauses (i) to (iv) of Article 41(f) above.

**43. General Body Meetings**

**a) Notice**

For General Body Meetings at least seven days' clear notice shall be given, provided that an extraordinary meeting of the General Body may be convened at a notice of three days.

**b) Composition**

All members of the Branch shall be entitled to participate in the meetings of the General Body.

**c) Voting**

Members of the Branch who are not in arrears shall carry one vote each.

**d) Quorum**

The quorum for General Body Meeting shall be 1/3rd of the strength of the membership. However, in case of Branches where officials are placed on duty in two or more shifts, or on split duty or the membership is spread over a vast area, the quorum may be fixed in such manner as may be deemed expedient and to suit local conditions by the Branch Conference.

**e) Powers**

In between sessions of the Conference, the General Body Meetings shall be convened for promoting good understanding between employer and the employees, for seeking redressal of the grievances of the members and to instil a spirit of discipline and loyalty to the organisation. It shall also exercise all powers of the Conference except those specified in Art. 41 (f) (i) to (iv) above.

**f) Requisition**

If 1/3rd of the members of a Branch requisition a General Body Meeting and the Secretary fails to convene the same within 14 days from the date of receipt of the requisition, the requisitionists will be competent to hold the meeting.

**44. Office-bearers**

a) The following shall be the office-bearers of the Branch

- i) A President
- ii) 3 Vice-Presidents or more
- iii) A Secretary
- iv) 2 Assistant Secretaries or more
- v) A Treasurer

b) **Duties and duration of office-bearers**

Duties and duration of office-bearers shall be the same as provided for in Art. 41 (f) above in respect of the jurisdiction of the Branch. The Treasurer shall also maintain a list of membership of the branch.

**46. Vacancies in elected posts**

Any elected office or offices falling vacant by death, non-acceptance, resignation or **expulsion**, shall be filled temporarily by the Executive Committee, and permanently by the General Body Meeting till the next Branch Conference is held. Such a meeting of the Executive Committee shall be convened, if the office of the Secretary falling vacant is filled up, by the Assistant Secretary if only one Assistant Secretary had been elected and by the President if more than one Assistant Secretary had been elected.

#### **47. Election of Delegates**

Delegates to the SSA, Circle or National Conference shall be elected at Branch Conference or General Body Meetings only, in the manner specified in Art. 11a, 25(h) and 31 (b) respectively and conditions laid down in Art. 7 (c) above.

#### **48. Disciplinary Action**

The Local Branch shall be entitled to take disciplinary action only in the matter specified in Art.17 above in respect of its members and office-bearers.

#### **49. Expenses**

The office-bearers or group representatives of a Branch when they come from outstations of Branch may, according to the rules framed by the Union, bear the TA and DA of those members from outstations to the headquarters of the Branch, subject to the availability of funds.

#### **50. Interpretation**

This constitution shall be construed with reference to the provisions of the Trade Unions Act, 1926. Where the Act furnishes no guidance for the interpretation of any particular Article, the National Executive Committee shall be empowered to give interpretation of such Articles. This decision shall be binding unless revoked by the National Conference.

The Secretary General can also give tentative interpretation of the constitution in case of emergency, which shall be binding unless revoked by the National Executive Committee or the National Conference.