

**THE CARIBBEAN CONGRESS OF LABOUR
PROPOSED CONSTITUTIONAL REVISION
APPROVED by the DELEGATES AT THE
19th TRIENNIAL DELEGATES' CONGRESS,
ON THE 26TH OCTOBER 2016
ANTIGUA AND BARBUDA**

Caribbean Congress of Labour



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CCL CONSTITUTION
Draft Amended 26/10/2016

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PREAMBLE

The Caribbean Congress of Labour (CCL), founded in 1960, is an independent trade union body, established to defend and further the economic, social and political interests of workers of all kinds throughout the Caribbean Region.

The CCL stands for the defence of democracy including supporting the democratic right of the people to freely choose their parliamentary representatives and the right of workers and their unions to participate in social dialogue processes at the workplace as well as at national level;

The CCL is opposed to all forms of aggression and rejects war as an instrument for settling conflicts and stands for the Caribbean remaining a zone of peace and free from nuclear weapons;

The CCL is committed to work towards a New Global Economic Order where hunger, illiteracy and poverty are eliminated and access to universal health care, education, and equality of outcome are available to all through:

- i. Upholding the United Nations Universal Declaration of Human Rights;
- ii. Working to accomplish UN 2030 Agenda for Sustainable Development;
- iii. Strict adherence to the ILO Declaration of Philadelphia;
- iv. Implementation of the Decent Work Agenda of the International Labour Organization; and
- v. Fostering and deepening all democratic processes.

Finally, the CCL supports, and is committed to, working actively for the protection of the environment as an integral pillar of sustainable development for the Region which comprises small

island developing states and low-lying coastal areas through advocacy in order to secure the implementation of the 2015 Paris Agreement;

Values

The CCL shall be guided by the following operating principles:

- a. ***Reciprocity*** – The CCL is committed to working together and sharing the benefits of association.
- b. ***Mutual Respect*** – In their interactions, members of the CCL will treat each other as they wish to be treated.
- c. ***Democracy*** – CCL systems and processes will ensure that decisions, priorities and programmes are made on the basis of the widest possible consultations and collaboration.
- d. ***Equity*** - CCL will work to close deficits faced by disadvantaged workers’ organisations.
- e. ***Partnerships*** – CCL will foster and facilitate partnerships and mutual support between and among affiliates.
- f. ***Impartiality*** – CCL will pursue programmes without consideration of any other factors but the needs of its key constituents.
- g. ***Transparency*** – The CCL shall make all its decisions openly and subject to the scrutiny of all its members.
- h. ***Needs driven*** – The CCL shall be guided at all times by the needs of working people and their organisations.
- i. ***Rigour*** – The CCL will only propose solutions and initiatives that are informed by rigorous evidence-based analysis.
- j. ***Diversity*** – The CCL will promote diversity and combat all forms of racism, bias and discrimination.

ARTICLE 1- DEFINITIONS

- *Bona Fide* Trade Union: is an independent organisation of workers that is registered under the Labour Law of the respective country and that accepts the aims and constitution of the CCL.
- Executive Committee: is comprised of elected officers whose primary responsibility is the running of the organization.
- General Council: is the second highest decision-making organ of the CCL and should meet at least twice per year.
- National Trade Union Centre: is a federation or confederation or umbrella body of trade unions in a single country.
- Quorum: a minimum number of members who must be present to make the proceedings and decisions valid.
- Triennial Delegates' Congress: is the formal meeting of the representatives of the affiliates of the CCL which occurs every three years during which elections of Executive officers occurs. It is the highest decision-making organ of the CCL.

ARTICLE 2 - NAME

- i. The name of the organization shall be the **CARIBBEAN CONGRESS OF LABOUR** (hereinafter referred to as the CCL).
- ii. The principal office of the CCL shall be based in Barbados or at such other place as the Congress, or between Congresses, as the General Council may decide.

ARTICLE 3 - AIMS AND OBJECTIVES

The OBJECTIVES of the CCL are to:

- i. Mobilize regional and extra-regional solidarity and support in defence of Freedom of Association and the Right to Organize of all Caribbean workers and in the face of threats to the labour movement.
- ii. Promote the welfare and interests of all affiliated organisations in order to achieve in the Caribbean region, full organisation of all workers.
- iii. Fight for the recognition of the Trade Union Movement as the legitimate instrument of the working people to achieve their rights.
- iv. Promote the ideal of social equity in accordance with the aspirations of the working people of the Caribbean
- v. Build and strengthen ties with international democratic trade union organizations as defined by the ILO.
- vi. Support the governing principles and standards of the International Labour Organization.
- vii. Maintain the independence of the CCL as the regional organization for Caribbean Labour.

- viii. Encourage the establishment of national trade union centres across the Caribbean.
- ix. Undertake and coordinate the defence of trade unions against any action or campaign aimed at their destruction, restriction, infiltration or subjugation.
- x. Maintain and develop a regional clearing house of information and research on the concerns of trade union organisations, wages and working conditions, labour legislation, collective bargaining and any other matters related to the implementation of the objectives of the CCL.
- xi. Lobby and/or advocate for change and influence decision-making to benefit the interests of the Caribbean labour movement and the people.
- xii. Undertake to develop policies for the development and inclusion of women and young workers in trade union activities.

ARTICLE 4 - AFFILIATION AND MEMBERSHIP

- i. *Bona fide* Trade Unions, National Centres, Congresses and Federations in the Caribbean region which accept the aims and constitution of the CCL shall be eligible for membership. For the purpose of this Constitution the Caribbean area shall be defined as all the islands in the Caribbean Sea as well as the Bahamas, Belize, Bermuda, Guyana, French Guiana and Suriname.
- ii. Individual *bona fide* Trade Union organisations, National Centres, Congresses and Federations, desirous of becoming affiliated to the CCL, shall fill the prescribed membership form as per Appendix 1.

- iii. Applications for membership of the CCL shall be addressed to the General Secretary who, on receipt of the appropriate information and who, after consulting other organisations already affiliated to the CCL in the country shall, as soon as possible, submit such application and a report to the General Council. In every case, a decision to admit a member into affiliation shall require a two-thirds (2/3) majority of those voting.

ARTICLE 5 - OBLIGATIONS OF MEMBERS

- i. Each member of the CCL shall be obligated to accept the aims and objectives of the CCL, uphold the Constitution, abide by the decisions of the Triennial Congress and promote the interests of the CCL.
- ii. It shall be the responsibility of each affiliated organisation to
 - a. Keep its constituent bodies and members fully informed of the work of and developments within the CCL;
 - b. Keep the CCL informed of major developments within its own country;
 - c. Advise the CCL regularly of the dates of its Congress, the decisions reached there and the composition of its General Council.
- iii. Notwithstanding assuming the obligations arising out of membership, an organisation admitted into CCL membership shall retain its full autonomy.

ARTICLE 6-WITHDRAWAL AND CESSATION OF MEMBERSHIP

- i. An affiliate, intending to withdraw its membership from the CCL, shall give three (3) months' notice in writing to the

General Secretary. The General Secretary shall, within fourteen (14) days of receipt of such notice, officially acknowledge receipt of the same. Such notice of affiliation shall be immediately communicated to the Officers and the General Council.

- ii. An affiliate which withdraws shall settle all financial obligations to the CCL. These obligations should be settled no later than the expiry of the three (3) months' notice given. An affiliate may apply for an extension which may be granted on the approval of the General Council.
- iii. An organisation which ceases affiliation with arrears owing to the CCL, becomes liable in the event of it subsequently applying for re-affiliation, to the payment of an amount to be fixed by the General Council or the liquidation of the arrears.
- iv. The General Council shall have the power to suspend or expel any affiliate which, in its opinion, is guilty of conduct deemed to be in contravention of this Constitution. The affiliate so suspended or expelled shall have the right of appeal to the Congress.
 - a) The decision to expel or suspend an affiliate shall, in every case, require a two-thirds (2/3) majority of the General Council members present and voting.
 - b) Provision shall be made for a hearing of charges before a decision is rendered to suspend or expel. The procedure for such hearings shall be laid down by the General Council.
 - c) The General Council shall also have the right to keep in abeyance the rights/privileges of an organisation as an affiliate of the CCL for as long as the General Council deems it necessary

ARTICLE 7 – FINANCE

- i. The Financial Year of the CCL shall be January 1st to December 31st.
- ii. The Income activities of the CCL shall include but not be limited to:
 - a. affiliation fees
 - b. special levies
 - c. voluntary contributions
 - d. subventions
 - e. grants and project financing
 - f. investments
 - g. services and
 - h. any other financial instruments
- iii. Affiliation fees shall be payable no later than 31 March of each year. Fees which are paid later than 31 March will attract a penalty as decided by the General Council unless the affiliate in question receives a waiver for late payment and fulfils the obligations of the waiver. Waivers for late payment must be sought no later than the last day of February of the year the fees are due.
- iv. Annual affiliation fees shall be the equivalent of US\$300.00 calculated for each thousand members or part thereof, per year. Procedures for the payment of Affiliation Fees are outlined in Appendix 3.
- v. Fees shall be payable to the specified CCL account.
- vi. Revenue may be derived from levies as authorised by the General Council.
- vii. There shall be an annual Budget of the CCL for each financial year drawn up by the Finance and Budget

Committee in conjunction with the General Secretary and presented to the General Council for ratification.

- viii. The General Secretary shall be responsible for keeping the accounts of the CCL; and the Chairman of the Committee shall submit to the General Council at each of its meetings, a statement of Income and Expenditure and shall present a full audited report for the period at each Triennial Congress.
- ix. The accounts of the CCL shall be audited annually by a certified Auditor or firm of Auditors, selected by the General Council on the recommendation of the General Secretary and the Finance and Budget Committee. It shall be the duty of the Trustees to see that the General Secretary has such auditing done.

ARTICLE 8 – ORGANS OF THE ORGANISATION

The Caribbean Congress of Labour shall consist of the following organs:

- Triennial Delegates' Congress
- General Council
- The Executive Committee of elected officers
- Administrative Committee
- Finance and Budget Committee
- Youth Arm
- Standing Committees

ARTICLE 9 – TRIENNIAL DELEGATES’ CONGRESS

- i. There shall be a Congress which shall be the supreme authority of the CCL. An ordinary Congress shall be held at least once every three years and shall be known as the Triennial Delegates’ Congress. Official notification shall be given at least one hundred and twenty (120) days prior to the opening date of the Congress.
- ii. The Congress shall have powers to set and/or amend affiliation fees, implement levies and other charges as it deems fit and each affiliate shall comply, provided in each circumstance, that there is a specific resolution to that effect placed on the Agenda of the Congress and approved by a two-thirds (2/3) majority of the Delegates present and voting.
- iii. The Congress shall consist of Delegates elected by the affiliated organisations on the following basis of paid-up membership:

Affiliates with up to 1000 members	1 Delegate
Affiliates with over 1000 but not more than 2500 members	2 Delegates
Affiliates with over 2500 but not more than 6000 members	3 Delegates
Affiliates with over 6000 but not more than 10000 members	4 Delegates
Affiliates with over 10000 but not more than 20000 members	5 Delegates
Affiliates with over 20000 but not more than 40000 members	6 Delegates
Affiliates with over 40000 members	7 Delegates

- iv. Observers from fraternal organisations and Non-Governmental Organisations (NGOs), with which the CCL

maintains friendly relations, may be invited by the Executive Committee to attend the Congress. They will be allowed to speak at the invitation of the President.

- v. Guests invited to attend the Congress by the Executive Committee will be permitted to address the Congress at the invitation of the President.
- vi. Members of the General Council or Executive Committee, who are not members of an accredited delegation attending the Congress, shall have the right to attend the Congress as Observers and take part in its debates, but shall not have the right to vote on any matter before the Congress or to be elected to the Executive Committee of the CCL.
- vii. The Annual affiliation fee shall be paid no later than 31 March of each year. Any affiliate which has not paid its affiliation fee within the deadline will be considered unfinancial.
- viii. Unfinancial members shall be debarred from all rights and privileges of Congress unless, on request, granted an extension for payment of fees by the General Council, as outlined in Appendix 3.
- ix. Any affiliate in arrears of the Annual Affiliation fee or Levy for more than one year shall automatically lose its affiliation to the CCL and shall be debarred from participating in its activities.
- x. The funds of the CCL shall be used to further its objectives.
- xi. There shall be an annual audit of the finances of the CCL done by a certified Auditor and shall be laid before the General Council which shall, on satisfactory examination,

approve them. The audited statements shall also be laid before the Triennial Congress.

- xii. The authorized signatories to the accounts of the CCL shall be any two (2) of the three (3) Trustees.
- xiii. The method of voting at each Congress shall be by voice or show of hands except in the case of election, which shall be by secret ballot. Where, however, the results of a decision is challenged by one-third (1/3) of the Delegates of Congress, voting shall be by card to be issued to the Delegates, according to paid up membership. All decisions, except where otherwise stated, shall be determined by a majority vote.
- xiv. The Congress shall consider and decide, among other matters:
 - (a) Reports of the activities of the CCL, including financial statements and audited reports
 - (b) Proposals for the programme of the CCL during the period to follow
 - (c) Motions and Resolutions
 - (d) Nominations for the election of the officers
 - (e) Amendments to the Constitution and
 - (f) Any other matters that it agrees to consider.
- xv. The Agenda of the Congress shall be drawn up by the General Secretary in consultation with the Administrative Committee.
- xvi. Congress shall consider all Motions and Questions that are

- (a) Submitted by affiliates to the General Secretary at least ninety (90) days prior to the date of Congress;
 - (b) Submitted by affiliates to the General Secretary at any time (less than ninety (90) days prior to the date of Congress) provided that a motion to allow such motions and questions is agreed to by a two-thirds (2/3) majority of the financial members present at Congress.
- xvii. Motions and Questions together with the Agenda shall be circulated to affiliated organisations at least forty-five (45) days prior to Congress.
- xviii. Each affiliated organisation shall pay the travelling and other expenses of its own delegation, except where the General Council undertakes, in advance, to pay the expenses of particular Delegates.
- xix. The Congress may at any time delegate any of its functions to the General Council.

ARTICLE 10 - ELECTION PROCEDURES

- i. All nominations for election of officers must be submitted to the General Secretary on the prescribed form, within forty-five (45) days of the Triennial Delegates' Congress.
- ii. All nominations must be signed by the General Secretary or Official Office of the member unit, and carry the official stamp of that member unit.
- iii. Nominations shall be entertained from the floor of the Triennial Delegates' Conference, where there is no nomination to fill a vacant office.

- iv. The General Secretary shall cause the nominations to be circulated to all affiliates no less than 30 days prior to the convening of the Triennial Delegates' Congress.
- v. The Administrative Committee shall appoint a Chief Elections Officer who shall preside over the election of Officers. The Chief Elections Officer shall not be a Delegate to the Congress and shall be selected after consultation between representatives of the host country and the General Secretary. The Chief Elections Officer shall receive a report from the Credentials Committee regarding eligibility.

ARTICLE 11 - CONGRESS COMMITTEES

- i. Congress shall be managed by the following Committees set up by the Administrative Committee: namely the Credentials, Standing Orders and Resolutions Committees:

a) The Credentials Committee shall

- i) Prepare a list of persons attending the Congress;
- ii) Report to the Congress on the composition of delegations and on their voting rights;
- iii) Consider any objections to the credentials of delegates;
- iv) Examine the eligibility of nominees for the Elected Offices and report to the Congress thereon;

b) The Standing Orders Committee shall

- i) Consider the draft Standing Orders and report on them to the Congress;
- ii) Fix the time-table and order of business for the Congress;
- iii) Make proposals relating to the setting up, size, terms of reference and agenda of Special Congress Committees;

- iv) Consider amendments to the constitution and report on them to the Congress;
 - v) Report to the Congress on any other question requiring a decision for the proper conduct of its business;
 - vi) Consider requests for the circulation to the Congress of literature or printed matter other than official Congress documents.
- c) **The Resolutions Committee shall**
- i) Consider such resolutions as are set before it by the Congress;
 - ii) Amend or otherwise modify resolutions as it deems fit and shall report to the Congress for final consideration.

ARTICLE 12 - EXTRA-ORDINARY CONGRESS MEETINGS

- i. Extra-ordinary meetings may be called at any time on the direction of the General Council, or on the request of at least one-third (1/3) of the financial member units of the Congress.
- ii. In the event that such a meeting is requested, all affiliates shall be given at least thirty (30) days' notice together with a statement of the particular item or items to be dealt with at such a meeting.
- iii. An Extra-ordinary meeting shall be vested with like authority conferred upon the Triennial Delegates' Congress. Its decisions shall be equally binding and it shall be governed by the same procedures applicable to Triennial Congresses. However, such Extra-ordinary meeting or meetings shall be limited solely to the items specifically indicated in the call for such an Extra-ordinary Meeting.

ARTICLE 13 – OFFICERS AND TRUSTEES

- i. In order to be eligible for office, all nominees must meet the following criteria:
 - a) Shall be a delegate of an affiliate that is in good standing
 - b) Shall be present at the Congress during the election except for a *bona fide* notification sent to the General Secretary and approved by Congress for absence.
- ii. The following shall be Officers of the CCL:
 - a) President;
 - b) First Vice President;
 - c) Second Vice President
 - d) Third Vice President
 - e) General Secretary;
 - f) Assistant General Secretary/Treasurer;
 - g) Youth Representative
- iii. THE PRESIDENT shall be elected by the Congress Delegates from among candidates proposed by affiliated organisations. The President shall be eligible for re-election but shall not serve more than two consecutive terms. There shall be a transition period of no fewer than three months.
- iv. THE FIRST VICE PRESIDENT shall be elected by the Congress from among the Delegates; shall act in the absence of the President and shall be responsible for training and education.
- v. THE SECOND VICE PRESIDENT shall be elected by the Congress from among the Delegates and shall be responsible for a portfolio assigned by the President.

- vi. THE THIRD VICE PRESIDENT shall be elected by the Congress from among the Delegates and shall be responsible for gender issues.
- vii. THE GENERAL SECRETARY shall be elected by Congress from among Delegates to the Congress.
- viii. THE ASSISTANT GENERAL SECRETARY/TREASURER shall be elected by Congress from among Delegates to the Congress.
- ix. THE YOUTH REPRESENTATIVE shall be elected by the Congress from among the Delegates and shall be responsible for youth matters.
- x. THE THREE TRUSTEES shall be appointed by the General Council from the country in which the office of the CCL is located.
- xi. In the event of a vacancy arising in any of the offices as provided for in Article 12 of this Constitution, the General Council may fill such vacancies on a temporary basis.

ARTICLE 14 – DUTIES OF OFFICERS AND TRUSTEES

- i. **The duties of THE PRESIDENT** shall be to
 - a) Preside over all meetings of the CCL and its General Council. The President shall, in conjunction with the General Secretary, be responsible for the policy direction of the CCL between meetings of the General Council. The President has the right to appoint or assign Vice Presidents' duties as he sees fit to assist the Organization.
 - b) In the absence of the President one of the Vice Presidents shall preside in order of precedence.

- c) In addition, the duties of the President and Vice-Presidents shall include oversight for Standing Committees as provided for in Article 15 of the Constitution.
- ii. **THE GENERAL SECRETARY** shall be a member of the Administrative Committee.
 - a) The General Secretary shall be responsible to the Administrative Committee for:
 - i) The administration of the CCL and its Secretariat
 - ii) Maintaining contacts with the affiliated organisations
 - iii) Collecting materials for the matters to be discussed by the Committees of the CCL and
 - iv) The issue of such publications of a regular or special character, as may be determined by the CCL.
 - b) It shall be the responsibility of the General Secretary of the CCL to notify all affiliated organisations of the decisions taken at Congresses, and Meetings of the Administrative Committee and General Council within one month of the termination of the meeting in question.
 - c) The General Secretary's term of office shall be three years.
 - d) The General Secretary shall be eligible for re-election.
 - e) In the event that the office of General Secretary becomes vacant between Congresses, the Assistant General Secretary shall act as General Secretary for the period remaining until the next Congress.
- iii. **THE ASSISTANT GENERAL SECRETARY/TREASURER** shall assist the General Secretary in the performance of the General Secretary's duties and during the General Secretary's absence shall discharge such functions and exercise such

powers as delegated by the General Secretary. The Assistant General Secretary shall assist with financial matters.

- iv. Three (3) **TRUSTEES** shall be appointed by the General Council upon the recommendation of the national centre of trade unions of the country in which the CCL's office is located.
 - a) The funds and property of the CCL shall be vested jointly in the names of the Trustees and they shall deal with them as the Triennial Delegates' Congress, General Council or Administrative Committee shall direct. They shall be indemnified against any liabilities arising out of the exercise of any power conferred upon them in this Constitution.
 - b) **THE TRUSTEES** shall cause to be audited the accounts of the CCL in accordance with the Constitution.

ARTICLE 15 – GENERAL COUNCIL

- i. **THE GENERAL COUNCIL** shall be the governing body of the CCL between Congresses.
- ii. The General Council shall be comprised as follows:
 - a) Seven (7) elected officers
 - b) One (1) Youth Representative elected by the Youth Arm.
 - c) Nine (9) representatives, three from each of the sub-regional geographic groups listed in Appendix 2
 - d) One (1) representative of each of the trade sectors provided for in Article 18.
- iii. The General Council shall be responsible for setting up Standing Committees on Finance, Organisation, Education and Research, Economic Development, Environment, Public Relations, Women's Affairs, Youth, International and Regional Affairs and Ad-hoc Committees as may be necessary. Committee Chairpersons shall be appointed by the

Administrative Committee subject to the approval of the General Council.

- iv. A General Council Member who resigns from the General Council or is recalled by an affiliated organization, or who loses membership in an affiliated organization, shall be replaced by that organization which nominated that member.
- v. The General Secretary, in consultation with the President, shall convene meetings of the General Council not less than twice per year such that not more than six (6) months shall elapse between meetings of the General Council, except in special circumstances, provided that the postponement is supported by a two-thirds (2/3) majority of the General Council members.
- vi. The full cost of the expense of General Council members attending meetings shall be met by the respective affiliates.
- vii. A **Quorum** shall consist of one-third (1/3) of the member units of the General Council.

ARTICLE 16 - ADMINISTRATIVE COMMITTEE

- i. The General Council shall elect from within its ranks an Administrative Committee comprising seven (7) of its members plus the elected officers, and a Youth Representative. The Administrative Committee shall meet quarterly and shall manage the affairs of the CCL between meetings of the General Council.

ARTICLE 17 – DISCIPLINARY MATTERS

- a) Disciplinary matters concerning Affiliates, Executive Officers and Secretariat staff will be adjudicated by the following CCL bodies: Congress, General Council and the General Secretary respectively.
- i) The General Council shall have the power to charge and discipline an affiliate or an individual representing the CCL whose actions or conduct breach the Constitution or bring the organization into disrepute.
 - ii) Charges to be considered under this Article shall be laid in writing.
 - iii) The General Council shall appoint a Disciplinary sub-committee to hear the matter and to make recommendations for consideration by the General Council.
 - iv) A Disciplinary sub-committee hearing shall be held within 90 days. The procedure for such hearings shall be laid down by the General Council. The Chairman of the Disciplinary sub committees shall submit a recommendation to the General Council within 90 days for hearing.
 - v) Where the General Council finds a breach of any provision of the Constitution or where a representative of the CCL has been found to have acted in a manner that is deemed to be contrary to the interest of CCL or brings its reputation into disrepute, the General Council shall cause to be convened an Extra - Ordinary Meeting

of Congress for the purpose of investigating and hearing the gross misconduct charge.

- vi) The Extra–Ordinary Meeting of Congress, on hearing the misconduct charge and, where the meeting concludes that there were breaches by the affiliate or Executive Officer and determines there is guilt on the misconduct charge, the Meeting shall recommend a course of disciplinary action including suspension.
- vii) The General Secretary shall have the power to take disciplinary action against any employee of the Secretariat where such disciplinary action is necessary.

b) Disciplinary Committee

- i) A Disciplinary Committee shall be formed at each Triennial Meeting. It should be the duty of this committee to hear all matters within 90 days of the matter being brought to their attention.

c) Appeal

- i) The affiliate or individual shall have the right of appeal to Congress in respect of any disciplinary course of action which the General Council may take.

ARTICLE 18 – TRADE SECTORS

- i. For the purpose of giving full and detailed attention to particular trades and industries common to many countries in the Caribbean area, and for the purpose of cementing the common ties which exist between workers within those trades and industries, there shall be established within the CCL SPECIAL TRADE SECTORS. Each TRADE SECTOR shall appoint a

Secretary who shall be known as the SPECIAL TRADE SECRETARY.

- ii. The Trade Sectors shall be established for each of the following sectors: agriculture, hotels and restaurant; banking, insurance and financial services; clerical, technical and commerce; construction; education; public services; utilities; health; telecommunications; transportation and any future trade sectors agreed.
- iii. **The Special Trade Secretary** shall be responsible for:
 - (a) Coordinating the work of the trade unions operating in its particular section.
 - (b) Obtaining specific information in respect to matters connected with his section of unions.
 - (c) Report to the General Secretary from time to time giving full details of developments and his work in the particular trade section.
 - (d) Encouraging and facilitating cooperation and affiliation with the appropriate International Trade Secretariat/Global Union connected with the International Trade Union Confederation (ITUC) and its regional organization, the Trade Union Confederation of the Americas (TUCA).

ARTICLE 19 – DISSOLUTION

- i. Congress shall not be dissolved except with the consent of two-thirds (2/3) of the financial member units of the CCL obtained by means of a ballot vote.
- ii. In the event of the Congress being dissolved as provided above, all debts and liabilities legally incurred on behalf of the Congress shall be fully discharged, and the remainder of the funds divided on a per capita membership basis amongst financial member units.

- iii. In the case where liabilities are in excess of assets, such losses shall be borne on the same per capita membership basis by each solvent member unit.

ARTICLE 20 – AMENDMENTS

- i. This Constitution may be amended only at a Triennial or Extra – Ordinary meeting of the Congress of CCL.
- ii. Amendments may be proposed by the General Council or unit members.
- iii. Proposals or amendments shall be included as resolutions on the Agenda, and shall take the same form and manner of forwarding as the other matters for inclusion in the Congress Agenda.
- iv. This Constitution may be amended only by resolution carried by a two-thirds (2/3) majority of member units present at the Congress and voting.

Appendix 1: Membership Form

Application Form for Membership in the Caribbean Congress of Labour



FULL MEMBERSHIP APPLICATION

You must complete application in duplicate in order to be considered for full membership of the CCL.

GENERAL INFORMATION

COUNTRY REQUESTING RECOGNITION:

NAME OF ORGANIZATION APPLYING FOR MEMBERSHIP:

NAME OF INDIVIDUAL SUBMITTING THIS APPLICATION:

TITLE/POSITION:

CONTACT INFORMATION

ADDRESS:

CITY:

COUNTRY:

POSTAL CODE:

PHONE:

FAX:

EMAIL:

ORGANIZATION INFORMATION

ARE THERE ANY ELECTED OR APPOINTED OFFICERS OF THIS ORGANIZATION/FEDERATION? (Please append a list)

NEW ORGANIZATION INFORMATION:

DOES YOUR ORGANIZATION HAVE ANY FORMAL DOCUMENTS (i.e. constitution, Articles of incorporation, Statutes or By-laws) PLEASE LIST and ATTACH to Application Form

PLEASE INCLUDE A COPY OF ANY FORMAL OR LEGAL DOCUMENTS OF THE ORGANIZATION WITH THIS APPLICATION. IF THESE ARE NOT AVAILABLE, PLEASE INDICATE APPROXIMATELY WHEN YOU ANTICIPATE THAT THE APPROPRIATE AUTHORITY WILL FINALIZE ALL LEGAL DOCUMENTS AND FILINGS IN THEIR RESPECTIVE COUNTRY.

DOES YOUR ORGANIZATION HAVE A WEBSITE (if Yes, please provide site address):

DOES YOUR ORGANIZATION CONDUCT FORMAL MEETINGS OF ITS BOARD OR ASSEMBLY? (PLEASE INDICATE FREQUENCY)

PLEASE PROVIDE ANY ADDITIONAL INFORMATION THAT YOU FEEL IS IMPORTANT OR WOULD BE HELPFUL TO KNOW MORE ABOUT YOUR ORGANIZATION.

Signature and Acknowledgment of 2 Elected Officers

Signature:

Name (in block letters):

Title:

Date:

Signature:

Name:

Title:

Date:

Validation (Organisation's Official Stamp):

Appendix 2: Geographical Sub regions

ZONE 1	ZONE 2	ZONE 3
Bahamas	Anguilla	Aruba
Belize	Antigua and Barbuda	Barbados
Bermuda	Dominica	Guadeloupe
Cuba	Grenada	French Guiana
Dominican Republic	Martinique	Guyana
Haiti	Montserrat	St. Martin
Jamaica	St. Kitts and Nevis	Suriname
Trinidad and Tobago	St. Lucia	Curacao
	St. Vincent and the Grenadines	British Virgin Islands

Appendix 3 Special provisions referring to payment of Affiliation Fees

- a) The yearly affiliation fee is a fixed amount per member which is determined by the CCL Congress.
- b) The General Council is authorised to grant any affected unit a temporary reduction of the payment in the event that the organisation as a result of extraordinary circumstances, finds itself unable to meet its full financial obligations. The General Council may also approve a request that an affiliated unit pay its affiliation fee late or in a number of part-payments in specified and agreed circumstances.
- c) All applications for such consideration by the General Council shall be submitted to the General Secretary with full details and must be received by 28 February in the year which payment is due.