



*Europäischer Metallgewerkschaftsbund
Fédération Européenne des Métallurgistes
European Metalworker's Federation*

STATUTES

OF THE EUROPEAN METALWORKERS' FEDERATION (EMF)

(Adopted by the 2nd EMF Congress 13th / 14th June 2003 in Prague)

I. AIM, NAME, ADMISSION, OBJECT AND COMPOSITION

- 1) The aim of the European Metalworkers' Federation is to represent and defend the economic, social and cultural interests of metalworkers at all levels within Europe and the European Union. To this end, the EMF seeks to influence relevant European institutions, organisations and companies.

The EMF develops close, continuous co-operation between the affiliated organisations and bases its activities on concrete action programmes. It advocates thorough social reforms. Its aim is the reinforcement of democracy, equal rights for workers and the promotion of economic and social progress in Europe. The EMF actively promotes equal opportunities for men and women in Europe, in plants and companies and in its affiliated organisations. It supports the enlargement of the European Union by the admission of other democratic countries.

The EMF endeavours, on the basis of these principles, to achieve common action by all metalworkers' unions in the European Union and in other European countries.

- 2) All trade unions in the metalworking industry may affiliate to the EMF in accordance with the following criteria:-
- they should be members of a national confederation affiliated to the European Trade Union Confederation (ETUC);
 - they should have a democratic structure;
 - the trade unions should be representative within the sector.

A written application for affiliation must be addressed to the EMF Secretariat. Congress decides on the affiliation of an organisation to the EMF. The Executive Committee can adopt an interim solution until Congress makes its decision.

Metalworkers' unions from European countries outside the European Union may affiliate as an ordinary affiliate with full voting rights or as an associate-member organisation without voting rights.

- 3) The EMF is composed of metalworkers' unions according to the attached list in Appendix I.

The organisations affiliated to the EMF are autonomous as far as their own trade union activities are concerned. But they pledge themselves to respect and support the decisions and principles of the competent EMF organs. At their ordinary union conventions, they shall report on EMF policy and activities and submit these reports for discussion.

In addition, the organisations affiliated to the EMF undertake continually to examine more advanced forms of trade union co-operation within the framework of the EMF.

On the basis of its tasks, the EMF works in close co-operation with the International Metalworkers' Federation (IMF). As a member of the European Trade Union Confederation (ETUC), it participates in the drawing-up of general principles and guidelines of broad trade union policy in the European Union.

II. ORGANS AND DECISION-MAKING

- 4) The organs of the European Metalworkers' Federation (EMF) are as follows:

1. Congress
2. The Executive Committee
3. The Steering Committee
4. The Secretariat
5. The Auditing Committee

All organisations entitled to send representatives to take part in the statutory meetings and working parties of the EMF must ensure that their delegations are balanced between men and women so that they reflect the composition of the membership they represent.

Congress

- 5) Congress is composed of delegates from organisations affiliated to the EMF.

Each affiliated organisation, except the associate-member organisations, that has paid its annual contributions is entitled to vote at Congress.

Congress has a quorum provided the delegates present represent 60% of the votes plus one vote.

- 6) Affiliates are entitled to delegates according to their number of votes. They are entitled to be accompanied by advisers. Affiliates have one vote for each 25,000 individual members. Organisations with less than 25,000 members have one vote in any case. Voting rights can be transferred to other delegates on the basis of a written mandate. Notice of transfer of voting rights must be given to the Secretariat, in writing, by no later than at the start of Congress.

Voting takes place on the basis of actual delegates present at the meeting. If so requested by an affiliated organisation, the President or the General Secretary, a card vote must be held where delegations represent the collective voting weight of their organisations or if a transfer of votes has taken place in accordance with the rules regarding the voting strength of several organisations.

- 7) The Executive Committee may invite representatives and observers from other organisations and institutions to Congress.
- 8) Congress shall meet at least every four years. It has to be convened at least three months before the meeting is due to take place.

The convening and preparations are undertaken by the Secretariat on the instructions of the Executive Committee.

- 9) The Secretariat must submit a report on activities to Congress. This report shall serve as a basis for discussion on past activities and for fixing the future programme. It has to be made available to the affiliated organisations at least one month prior to Congress.
- 10) Motions to be laid before Congress must be handed in to the Secretariat at least three months before Congress and must be communicated to affiliated organisations at least one month before Congress. The exact date for the submission of motions will be fixed in each case by the Executive Committee. The Executive Committee and all the affiliated organisations are entitled to submit motions.
- 11) On the basis of proposals from the affiliated organisations, Congress elects the Executive Committee members, deputy members and, on the recommendation of the Executive Committee, the President, General Secretary and at least one Deputy General Secretary. Congress adopts rules for the elections of the President, the General Secretary and the Deputy General Secretary/Secretaries at the start of its discussions.

Should one of the elected posts fall vacant during the period between two Congresses, the Executive Committee is empowered to elect a replacement for the post in question.

- 12) Congress decides upon the amount of affiliation fees for the coming Congress period based upon an established membership volume per organisation. In exceptional cases, either the amount of affiliation fees or the membership figure can be changed by the Executive Committee on the basis of a two-thirds majority decision.
- 13) Congress does its utmost to bring about agreement. Decisions concerning elections, statutes, finances and exclusions require a two-thirds majority of the votes of the delegates present.

At the request of the President, the General Secretary or an affiliated organisation, a vote must be taken in accordance with the statutory weighted distribution of votes.

If, when a two-thirds majority is needed, there is only a simple majority in favour of a motion, the Executive Committee must include that motion on the agenda for its next meeting.

- 14) A member organisation can be excluded after having violated these Statutes or acted in contradiction to established EMF policies. The organisation in question has to be asked to present its case at the Executive Committee and Congress prior to a final decision.
- 15) The headquarters of the EMF are determined by Congress.

The Executive Committee

- 16) The Executive Committee is composed of one full member per affiliated organisation where the affiliated organisations have the right to vote.

When requested by an affiliated organisation, the President or the General Secretary, a card vote must be held, where the distribution of votes is identical to the number of votes at Congress, granting every affiliate one vote for up to 25,000 members and thereafter one supplementary vote for each additional 25,000 individual members for whom fees are paid.

Otherwise voting takes place on the basis of actual delegates present at the meeting.

Voting rights of affiliates can be transferred to another delegate on the basis of a written mandate. The Executive Committee has a quorum provided the delegates present represent 60% of the votes plus one vote.

- 17) Affiliates with over 500 000 but less than one million paying members shall be entitled to two full members. Affiliated organisations with over one million paying members shall be entitled to three full members.

A deputy member will be nominated for each full member. The deputy member will only have the right to attend the meeting if the full member is unable to do so.

- 18) The full and deputy members are nominated by the affiliates and elected by the EMF Congress for a period of four years.
- 19) On the basis of nominations received from the regions mentioned in section 31 of these Statutes, the Executive Committee shall elect seven Vice-Presidents from among its members to represent these regions. A system of rotation may be envisaged by organisations in any one region. Notification of this must be given to the Secretariat and Executive Committee. The Vice-Presidents are automatically members of the Steering Committee.

The EMF President takes the chair at Executive Committee meetings. One of the Vice-Presidents shall replace the President in his absence.

- 20) The Executive Committee shall meet at least twice a year. It can invite representatives of the International Metalworkers' Federation (IMF), the European Trade Union Confederation (ETUC) and other organisations or individuals to its meetings.
- 21) Meetings of the Executive Committee are convened by the General Secretary on the basis of an agenda drawn up in agreement with the President.
- 22) The Executive Committee decides on the measures necessary for the carrying out of the resolutions and programmes adopted by Congress. It represents the EMF in the outside world as well as the President and the General Secretary.

The Executive Committee may delegate certain powers to one or several members, to the President or to the General Secretary.

The Executive Committee may delegate decision-making power to the EMF Policy Committees.

- 23) To assist its work, the Executive Committee can set up working parties or committees whose tasks and powers it lays down.
- 24) On the basis of a recommendation from the President, the Executive Committee determines the salary and conditions of appointment of the General Secretary and Deputy General Secretary/Secretaries.
- 25) The Executive Committee endeavours to the best of its ability to reach unanimity. Decisions concerning elections, statutes, finances and exclusion require a two-thirds majority of the vote. Motions which do not obtain a two-thirds majority, when needed, must at the request of a

member, be reconsidered at the following meeting of the Executive Committee.

- 26) The Executive Committee follows agreed Rules of Procedure. These may be changed by the Executive Committee itself by a simple majority decision.
- 27) The Executive Committee decides by a two-thirds majority, on the basis of a recommendation from the Collective Bargaining Policy Committee and/or the Industrial Policy Committee and/or the Company Policy Committee, on the preparation, execution and conclusion of European framework agreements. This includes:-
 - a mandate for negotiations
 - the constitution of a negotiation group
 - rules for assessing the outcome of negotiations.

The outcome of the negotiations must be approved by the Executive Committee.

The Steering Committee

- 28) The Steering Committee shall advise and support the Secretariat in all matters concerning the preparation of the agenda and the implementation of the Executive Committee's decisions.
The Steering Committee does not establish any positions and recommendations by vote.
- 29) The Steering Committee shall meet when needed, and always at least once in between each Executive Committee meeting.
- 30) Its meetings are regulated by Rules of Procedure decided by the Executive Committee.
- 31) In addition to the President and the Vice-Presidents, each EMF region is represented in the Steering Committee as follows:-

Nordic region: Sweden, Norway, Finland, Denmark, Iceland

Benelux region: Belgium, the Netherlands, Luxembourg

British region: the UK, Ireland

Central region: Germany, Austria, Switzerland

South West region: France, Spain, Portugal

South East region: Italy, Greece, Cyprus, Turkey, Malta

Eastern region: Hungary, Poland, Czech Republic, Slovakia, Slovenia, Romania, Croatia

Each region is represented by one member.

The Vice-Presidents and the representatives of the regions contribute to the consultative process in the region. In the Steering Committee, they represent their complete region.

The member organisations of the regions are responsible for nominating the members of the Steering Committee on a democratic and representative basis. The Secretariat can provide support for these nominations upon request. A system of rotation may be envisaged by organisations in any one region. Notification of this must be given to the Secretariat and Executive Committee. The nominations for membership of the Steering Committee must be ratified by the Executive Committee.

- 32) Deputies shall be nominated for the members of the Steering Committee and ratified by the Executive Committee. The deputy representatives shall only participate in the meetings of the Steering Committee if the ordinary representatives of the regions are not able to participate themselves.

The Secretariat

- 33) The Secretariat consists of the General Secretary, the Deputy General Secretary/Secretaries and the necessary personnel to carry out its work.
- 34) The General Secretary
- submits proposals to the Executive Committee;
 - performs all tasks entrusted to him by Congress and the Executive Committee;
 - is responsible for the internal organisation of the Secretariat.
- 35) The General Secretary is discharged from the administration of funds, and the proper use of such funds, in accordance with decisions taken by the Executive Committee.
- 36) The General Secretary determines the salary and conditions of appointment of the Secretariat personnel in agreement with the President and after informing the Executive Committee.

The Auditing Committee

- 37) The Executive Committee designates an Auditing Committee for a period of four years. This committee consists of three members nominated by the affiliated organisations.
- 38) The Auditing Committee examines the EMF Secretariat's petty cash and accounts every half-year. It gives the Executive Committee an overall report on the financial situation each year.

III. FINANCES

- 39) The EMF's activities are financed by contributions from the affiliated organisations. Contributions are payable annually, at the beginning of the financial year.

- 40) The travel and accommodation costs of representatives of affiliated organisations participating in the Steering Committee and Executive Committee meetings, EMF delegations or working parties and Congress shall be met by the member organisations sending representatives.
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Appendix I

LIST OF EMF AFFILIATES

A - Austria:-

Gewerkschaft Metall-Textil - GMT

B - Belgium:-

- . Centrale de l'Industrie du Métal de Belgique - CMB
- . Centrale Chrétienne des Métallurgistes de Belgique – CCMB
- . Landelijke Bedienden Centrale Nationaal Verbond voor Kaderpersoneel - LBC-NVK
- . Syndicat des Employés, Techniciens et Cadres de Belgique – SETCa/BBTK
- . Centrale Nationale des Employés - CNE
- . Centrale Générale des Syndicats Libéraux de Belgique – CGSLB Métal

BUL – Bulgaria

Federation of Organizations from Electronic, Machine-building and Informatics – TUOFEMI
and National Federation Technical Industry, Science and Informatics – NFTINI
Metalicy

CH - Switzerland:-

- . Syndicat de l'industrie, de la construction et des services - FTMH
- . SYNA Syndicat interprofessionnel - SYNA

Cy -Cyprus:-

- . Cyprus Industrial Workers' Federation - OVIEK-SEK

CZ - Czech Republic:-

- . Odborovy SVAZ KOVO

D - Federal Republic of Germany:-

- . Industriegewerkschaft Metall - IGM

DK - Denmark:-

- . Centralorganisationen af industriansatte i Danmark - CO industri
- . Ingeniørforeningen i Danmark - IDA

E - Spain:-

- . Federacion de Metal, Construcción y Afines - MCA-UGT
- . Federacion de Trabajadores del Metal - FTM- ELA
- . Federacion Minerometalurgica de Comisiones Obreras - FM/CC.OO

EIR - Ireland:-

- . Services Industrial Professional Technical Union - SIPTU

F - France:-

- . Fédération Générale des Mines et de la Métallurgie - FGMM-CFDT
- . Fédération Confédérée Force Ouvrière de la Métallurgie - FOM
- . Fédération Syndicaliste FO de la Défense, des industries de l'armement et des secteurs assimilés - FO Défense
- . Fédération des Etablissements et Arsenaux de l'Etat - FEAE-CFDT
- . Fédération nationale CFTC des syndicats de la Métallurgie et parties similaires - FM-CFTC

Fédération des Travailleurs de la Métallurgie – FTM-CGT

Fédération Nationale des Travailleurs de l'Etat – FNTE-CGT

FIN - Finland:-

- . Metallityöväen Liitto ry - Metalli
- . Toimihenkilöunioni TU ry
- . Insinööriliitto IL ry
- . Tekniikan Akateemisten Liitto TEK ry

GB - Great Britain:-

- . Amalgamated Engineering and Electrical Union – Amicus - AEEU
- . Manufacturing Science Finance – Amicus - MSF
- . Transport and General Workers Union - TGWU
- . General Municipal Boilermakers - GMB
- . Iron & Steel Trades Confederation - ISTC

GR - Greece:-

- . ΠΑΝΕΛΛΗΝΙΑ
ΟΜΟΣΠΟΝΔΙΑ ΕΡΓΑΤΟΥΠΑΛΛΗΛΩΝ ΜΕΤΑΛΛΟΥ – ΠΟΕΜ

H - Hungary:-

- . VASAS Szakszervezeti Szövetség

I - Italy:-

- . Federazione Lavoratori Metalmeccanici – FLM

IS - Iceland:-

- . Samiðn samband iðnfélaga

L - Luxembourg:-

- . Onofhängege Gewerkschaftsbond Lëtzebuerg - OGB-L
- . Lëtzebuenger Chrëschtliche Gewerkschafts-Bond - LCGB

M - Malta:-

- . General Workers' Union – GWU

N - Norway:-

- . Fellesforbundet
- . Handel og Kontor i Norge - HK
- . EL & IT Forbundet
- . Norges Ingeniørorganisasjon – NITO

NL - Netherlands:-

- . FNV Bondgenoten
- . CNV-Bedrijvenbond
- . De Unie
- . VHP – Metalektro

P - Portugal:-

- . Sindicato das Industrias Metalurgicas e Afins - SIMA
- . Federação Intersindical da Metalurgia, Metalomecanica, Minas, Quimica, Farmaceutica, Petroleo e Gas - FEQUIMETAL

PL - Poland:-

- . Sekretariat Metalowcow NSZZ Solidarnosc

RO - Romania:-

Federatia Nationala Sindicala METAROM – METAROM
F.N.S. U Metal
and F.N.S. Solidaritatea 90

S - Sweden:-

- . Svenska Metallindustriarbetareförbundet - Svenska Metall
- . Svenska Industritjänstemannaförbundet - SIF
- . Sveriges Civilingenjörersförbund - SCF

SK - Slovak Republic:-

- . Odborovy ZVÄZ KOVO

SLO - Slovenia:-

- . Sindikat kovinske in elektroindustrije Slovenije – SKEI

TU - Turkey:-

- . Birlesik Metal-IS DISK

LIST OF ASSOCIATE MEMBERS

HR - Croatia:-

Sindikat Metalaca Hrvatske - SMH

YU - Serbia:-

Granski Sindikat Metalaca – GSM Nezavisnost

Appendix II

Rules for EMF elections in accordance with Chapter 2, sub-section 1g of the Statutes

1. The President, General Secretary and Deputy General Secretary/Secretaries shall be elected on the basis of nominations made by the Executive Committee. The Executive Committee may put forward one or more candidates for each post.
2. For the provisions outlined below, the delegates entitled to vote are those delegates who are present and who either vote for or against a candidate or abstain from voting.
3. Candidates shall be elected if they receive the votes of at least two-thirds of the delegates present.
4. Candidates receiving fewer than two-thirds of the votes of the delegates present may stand again for election in a second ballot. Should the Executive Committee nominate more than two candidates, with no one candidate gaining the required majority in the first ballot, then the two top candidates from the first ballot may take part in the second ballot. Candidates shall be elected in the second round if they receive the votes of more than half of the delegates present.
5. If a candidate is not elected in the second ballot or declines to stand for election in a second ballot, then the Executive Committee shall put forward a new candidate. Candidates who were not elected in either ballot or who declined to stand in the second ballot may no longer be put forward as candidates at the same Congress.
6. At the recommendation of the Executive Committee or at the request of a member organisation, the elections shall be conducted either openly or by secret ballot.
Open elections shall take place by calling out the names of each individual member organisation.
Elections by secret ballot shall take place by means of ballot papers prepared by the Secretariat, on which each member organisation shall cast the number of votes corresponding to the delegates' mandates allotted to it under the Statutes.
Voting shall be done in blocks. The member organisations are also entitled to split their votes.
7. Votes shall take the form of a "yes", "no" or "abstention". Ballot papers which have either been marked differently or not filled out shall be deemed invalid and shall not count as votes cast.