

EC Guidance

Rule 18: Workplace Representation

- 18.1 At each workplace, the members employed at that workplace, shall elect from amongst themselves, at least every 2 years, 1 or more of the following representatives:
- 18.1.1 Shop stewards/workplace representatives
 - 18.1.2 Safety representatives
 - 18.1.3 Learning representatives
 - 18.1.4 Equality representatives
- 18.2 Election to one representative role shall not preclude election to another such role within the same workplace.
- 18.3 The method of election shall be by such means as authorised by relevant guidance which shall be issued by the Executive Council from time to time.
- 18.3.1 See also EC Guidance on Rule 6 re Lay Office.
- 18.4 The Executive Council may group workplaces together for the purposes of representation where the number of members at each workplace is so small that representation and bargaining for the individual workplaces is not, in the opinion of the Executive Council, practicable.
- 18.4.1 Proposals for merger of workplaces will be put to the Regional Committee, and if approved will be put to the Executive Council for approval.
- 18.5 The constituency of a workplace representative shall be the workplace from which they were elected, or such grouping of workplaces as was defined by the Executive Council under clause 4 of this rule.
- 18.6 Following election of a workplace representative the appropriate Regional Officer shall be informed of the election by the elected representative without delay. The Regional Officer shall ensure that the Regional Industrial Sector Committee and the Union's membership department are informed of the date of the election and the identity, constituency and contact details of the elected workplace representative.
- 18.6.1 See also EC Guidance on Rule 6 re Lay Office, in particular 6.5.6 – 6.5.8 inclusive.
- 18.7 The Executive Council may issue guidance on the powers and procedures of the Regional Industrial Sector Committee in relation to ratification of such election. The Regional Industrial Sector Committee shall ensure compliance with such procedures.