# RULES
of
MEAT AND ALLIED TRADES FEDERATION OF AUSTRALIA,
(WESTERN AUSTRALIAN DIVISION)

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RULES
OF
MEAT AND ALLIED TRADES FEDERATION OF AUSTRALIA, (WESTERN AUSTRALIAN DIVISION)

1 - NAME
The name of the Society (hereinafter termed the Society) shall be "MEAT AND ALLIED TRADES FEDERATION OF AUSTRALIA (WESTERN AUSTRALIAN DIVISION) UNION OF EMPLOYERS, PERTH."

2 - REGISTERED OFFICE
The registered office of the Society shall be situated 66 Ord Street, West Perth, 6005, Western Australia (or at such other place as may be decided upon from time to time by the Committee) where the business of the Society shall be conducted.

3 - THE OBJECTS
The objects for which the Society is established are:-

(a) To protect and promote the interests of Master Butchers and of employers in the Meat and Allied trades in Western Australia.

(b) To act as an organisation and/or industrial union of employers under the laws of the State of Western Australia or the Commonwealth of Australia and its territories.

(c) To bring any industrial disputes or claims relating to industrial matters before the Arbitration Court of Western Australia.

(d) To represent the interests of employers in all branches of the meat trades before Courts, Boards, Conciliation Committees, other tribunals, any other bodies and at conferences with Trades Unions, and other bodies of employers or employees.

(e) To prosecute or defend any suits, applications and proceedings, before any court or tribunal whatsoever, as may be deemed necessary or expedient in the interests of the Society or its members.

(f) To raise funds by means of subscriptions on members and levies on members and otherwise, and impose fines on members for all the purposes and objects of the Society in such amounts and in such manner as is provided for in these rules.
(g) To discuss and consider matters affecting the said industry and to collect and disseminate such information relating thereto as may be calculated to be of use to producers, consumers, distributors and the public generally.

(h) To establish or assist in the establishment of technical and statistical libraries, and to provide therefor copies of Parliamentary and departmental reports, official and other papers having reference to the said industry in Australia and other countries, and to collect, classify, tabulate and publish all information which might be calculated to interest members and the public generally in reference thereto.

(i) To assist and support, and scientific or research or like bodies whose activities are calculated to be of interest to members.

(j) To promote or oppose legislative and other measures affecting or likely to affect the meat industry.

(k) To print and publish newspapers and periodicals for the spreading of information with respect to matters having relation to the objects of the Society.

(l) To act in conjunction or affiliate with and to appoint representatives to any association or union of employers either in Australia or abroad.

(m) To carry on the business in connection with or relating to the meat industry, whether manufacturing, distributing, importing or otherwise, which may seem to the Society to be of benefit to the members thereof or to be calculated directly or indirectly to enhance the value of or render profitable any of the Society's property or rights.

(n) To acquire and undertake the whole or any part of the business, property and liabilities of any person or company carrying on any business which the Society is authorised to carry on, or possessed of property suitable for the purposes of this Society.

(o) To purchase, take on lease or license or hire, or otherwise acquire, real or personal property of any kind in furtherance of the objects of the Society, and to sell, exchange, or otherwise dispose of any real or personal property on such terms as may be considered expedient.

(p) To construct, maintain and alter buildings, works, plant and machinery necessary or convenient for the purpose of the Society.

(q) To make, draw, accept, discount, execute, negotiate or issue, such cheques, promissory notes, bills of exchange, bills of lading, warrants, debentures and other negotiable or transferable instruments or securities, as may be deemed necessary for the carrying out of the objects of the Society.

(r) To accept, undertake, or execute any trust or gift, or any bonus, discount or commission, which may be deemed to be in accordance with or which may further the objects of the society, or any of them.

(s) To lend, borrow, or raise, or secure the payment of, money in such manner as the Society shall think fit upon such terms and conditions as shall be deemed expedient and in particular, by mortgage or debenture perpetual or otherwise, or other securities, and to charge if need be such mortgages, debentures, or other
securities, upon the floating assets or upon all or any of the property of the Society present or future.

(t) To guarantee the performance of contracts in furtherance of the objects of the Society.

(u) To sign and execute all deeds, documents and other instruments of every nature and kind whatsoever for carrying out the purposes of the Society herein set out.

(v) To establish, maintain, and conduct a club for the accommodation of members of the Society and their friends, to provide club premises and other conveniences to obtain licenses under the liquor laws, and generally to afford to members and their friends all the usual privileges, advantages, convenience and accommodation of a club.

(w) To provide for the appointment of local or Branch Committees to deal with local matters.

(x) To enter into any affiliation or alliance with or to promote or assist in the promotion of any other Society, Association or Federation, company, firm or chamber, having objects similar to or calculated to benefit generally the members of this Society and to acquire shares and interests in or lend money upon debentures, or otherwise to any such association, company or firm.

(y) To purchase or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the associations, companies, firms or chambers, with which this Society is authorised to amalgamate, affiliate, fuse or ally.

(z) To do all such other lawful things as may appear to be incidental or conducive to the above objects or any of them.

(aa) To adopt any additional objects from time to time.

4 - MEMBERSHIP

(a) The members of the Society shall be Master Butchers and/or employers in the meat and allied trades and such officers as the Committee shall elect from time to time and who carry on business or reside within the State of Western Australia but excluding that portion of the State comprised within the 20th and 26th parallels of latitude and 125th and 129th meridians of longitude. No person shall be or become a member who is not an employer within the meaning of the Industrial Arbitration Act, 1912-41 except in the capacity of an honorary member.

(b) The Society is formed in connection with the meat industry. The term "meat industry" shall be taken to include all activities of traders and employers in connection with the handling of animals for slaughter, slaughtering, treatment, delivery and/or sale of meat (including smallgoods, bacon, ham, poultry, rabbits and cooked meat) meat products, or offal, or by products of meat or of the carcases of any animals slaughtered or received for treatment.
5 - INTERPRETATION

In the interpretation of these Rules and this Constitution the following words and expressions shall have the meaning hereinafter specified, unless the context otherwise requires:

"Society" means the Meat and Allied Trades Federation of Australia (Western Australian Division).

"Committee" means the Committee as provided under Rule 12 hereof.

"Office" means the registered office for the time being of the Society.

"Month" means a calendar month.

"Secretary" means the Secretary of the Society and includes any other person, from time to time acting as the Secretary by the authority of the Committee.

"In writing" or "written" includes printing, photograph, typewriting and other modes of representing or reproducing words in a visible form.

Word importing the singular number include the plural number and vice versa.

Words importing the masculine gender includes the feminine gender.

Words importing persons include companies, partnerships, firms and corporations, statutory or otherwise.

In case a question at any time arises which is not provided for in these Rules, or any doubt exists as to the interpretation of these Rules, the course of action to be adopted by the Society shall be determined at any Annual General Meeting or Special General Meeting. Each member shall receive one copy of the Rules free. Other copies shall be sold at a price of One shilling per copy or such other reasonable amount as the Committee may from time to time decide.

6 - ADMISSION TO MEMBERSHIP

(a) Applications for membership shall be made in writing. The application must bear the correct name and address of the applicant, a description of the nature of the business carried on by him, and his signature. Applications shall as far as circumstances permit, be in the following form:-

MEAT AND ALLIED TRADES FEDERATION OF AUSTRALIA,
(WESTERN AUSTRALIAN DIVISION)

APPLICATION FOR MEMBERSHIP

I, (name) of (address) carrying on the business of (description of business) at the above address under the trade name of hereby make application to be admitted as a member of the Meat and Allied Trades Federation of Australia (Western Australian Division) and I undertake upon election to observe the Rules and Constitution of the Federation.
The number of my employees is

Address for service of notices

Phone No.          Sgd.

Witness:

(b) Applications for membership shall in the first place be considered by the Committee which may approve or disapprove of any application so referred to it, or with which it is entitled to deal, or may adjourn consideration thereof from time to time, or may reject any application without giving any reason for so doing. If the Committee by majority approves of such application it shall refer it to the Executive Committee of the Meat and Allied Trades Federation of Australia with a notification to that effect. If such application is approved by the Federation Executive, the applicant shall be informed of the fact by the Secretary and on making a payment on account of his first subscription and necessary nomination fee (if any) shall become a member as from the date of his application.

(c) All persons appearing from the records of the Society to be members thereof on the date of the authorisation of these Rules shall be deemed to have been validly elected, and no omission or irregularity shall vitiate the membership of any future member.

(d) Honorary members may be elected by the Committee upon such terms and in accordance with the qualifications required by the Committee; provided however that such honorary members may attend and address all meetings but shall not have any voting powers thereat.

(e) Life members may be elected by the Committee upon such terms and in accordance with the qualifications required by the Committee; provided however that such life members may attend and address all meetings and shall have the same voting powers and privileges as any other member.

7 - TERMINATION OF MEMBERSHIP

(a) Any member wishing to withdraw from the Society must give three months' notice of his intention to do so in writing to the Secretary, and such notice shall be accompanied by payment of all subscriptions, levies, fines, fees and dues, of whatever description that may be then due and owing by the member. All subscriptions, fines, levies, and dues of whatever description which may subsequently accrue during the said three months' period, must also be paid by the member, otherwise the notice shall have no force or effect and shall not be binding on the Society. The membership of the member withdrawing shall terminate on the expiry of the three months' notice, when he shall obtain a clearance which shall be issued to him upon his due compliance with the requirements of these Rules and provided that the conditions of withdrawal laid down by this Rule have been fulfilled; his name shall thereupon be removed from the Register of Members. (Disallowed - See Order No. 459/96 dated 17 April 1996)
(b) Any member failing to pay any levy within two months after notification thereof has been posted to him by the Secretary or being in arrears six months without subscription may by resolution of the Committee be disqualified from taking part in any proceedings of the Society and shall be liable to pay an additional amount of 10 per cent of the levy and/or amount of arrears of subscription. In default of payment of the amount of any levy or subscription within one month of final demand under the hand of the Secretary such levy and arrears may be recovered at law in proceedings instituted by the Secretary. All members in arrears of dues for twelve months may be struck off the Register of Members, but such members shall not thereby be relieved from payment of such arrears. (Disallowed - See Order No. 459/96 dated 17 April 1996)

(c) The membership of any member shall terminate -

(i) Upon the passing by the Committee of a resolution that the name of the member be removed from the Register of Members on the ground that the member has broken one or more of the Rules of the Society or has acted contrary to the interests of the Society; provided that the Committee shall not resolve that the name of a member be removed from the Register of Members on any such ground unless such member shall have been charged in writing at least 14 days previously with a breach of the Rules or with the commission of an action contrary to the interests of the Society, and shall have been afforded the opportunity of appearing before the Committee for the purpose of answering such charge;

(ii) in the case of an individual upon the making of a sequestration order or the execution of a deed of assignment or arrangement for the benefit of creditors against or by the individual;

(iii) in the case of a firm upon the dissolution thereof or upon the making of a sequestration order or the execution of a deed of assignment or arrangement for the benefit of creditors against or by the firm or any member thereof;

(iv) in the case of a company upon the notification in a Government Gazette of the winding up or liquidation thereof. Provided that at the written request of the liquidator accompanied by his undertaking to pay in full all membership and other dues accruing as from the date of the commencement of the liquidation, the Committee may provide that the membership of the company in liquidation shall not terminate.

(d) Any member who withdraws from membership, or whose membership is otherwise terminated pursuant to these Rules, shall cease to have any claim or interest or any nature whatsoever to or in any of the funds or assets of the Society, or against any member of the Committee or officer of the Society.

(e) Any member about to leave the State of Western Australia permanently, or to cease to carry on business in the industry in respect of which this Union, is registered, may apply to the Committee for a clearance, and provided such member shall have paid all subscriptions, levies and other dues owing by him up to the date of making his application, the Committee may, at its discretion, direct the Secretary to issue such clearance to the member so applying.
8 - SUBSCRIPTIONS

(a) Subject to Rule 18 (h) each member shall pay an annual subscription based on the following scale:

I. Number of workers: not exceeding four £4.4.0
ii. Number of workers: five to seven inclusive 6.6.0
iii. Number of workers: eight to ten inclusive 8.8.0
iv. Number of workers: eleven and over 10.10.0

(b) Definition: "Number of workers" shall mean the average number of workers employed on all working days of the twelve months immediately preceding the 1st day of August but shall not include any member of the office staff.

9 - REGISTER OF MEMBERS

The Secretary shall keep a Register of Members in which shall be recorded:

(a) the Name and address of each member.
(b) The date of his election to membership.
(c) The number of workmen employed.
(d) The date of his resignation from membership.
(e) Such other particulars as the Committee may direct from time to time.

10 - MEMBERS NOT PARTNERS

The members of the Society are not partners.

11 - GENERAL MEETING

(a) Annual General Meeting:

The Annual General Meeting of the Society shall be held in the month of August in each year on such day and at such hour and place as the Committee shall determine. Seven days' written notice thereof shall be given to all members. At such meeting a report on the affairs of the Society shall be submitted by the Committee, together with a financial report and balance sheet, duly audited, covering the twelve months immediately preceding the previous 31st July. The election of the Committee and the auditors for the ensuing year shall take place. Any other business of which notice has been given may be transacted.

(b) Special General Meetings:

A special general meeting shall be called by the Secretary at the request of the President or the Committee, or upon a requisition, setting forth the business for which the requisitionists require a meeting to be called, signed by not less than
15 members addressed to the President and delivered to the Secretary. Seven
days' notice thereof, specifying the place, day and hour (which shall be
determined by the President) and the general nature of the business to be
transacted thereat, shall be given to all members provided that if the Committee
shall have determined that the business to be transacted is of special urgency,
then such notice published in a morning newspaper in each capital city where
members carry on business at least 48 hours before the meeting shall be
sufficient. If for fourteen days after a requisition for a special general meeting
has been delivered to the Secretary, such a meeting has not been called then the
requisitionists themselves may convene the meeting, but such meeting shall not
be held later than two months after the delivery or the requisition to the
Secretary.

(c) Notices:

All meetings of the Society shall be convened by the Secretary who shall serve a
notice thereof in writing to each member personally or by sending it through the
post in a prepaid envelope or wrapper addressed to such member at his registered
or last known address. Every notice so sent shall be deemed to have been
received by the member twenty-four hours after the posting thereof, and in
proving such service it shall be sufficient proof that the envelope or wrapper
containing the notice was properly addressed and put into the Post Office. A
certificate in writing signed by the President, Secretary or other officer of the
Society that the envelope or wrapper containing the notice was so addressed and
posted, shall be conclusive evidence thereof. The accidental omission to give
notice of a meeting to or the non-receipt of notice of a meeting by any member
shall not invalidate the proceedings of any meeting.

(d) Attendance at Meetings:

Any individual member or, subject to the Committee's decision to the contrary,
any partner in a member firm, or director or executive officer of a corporation or
company, shall be entitled to attend all General Meetings of the Society and take
part in all discussions thereat; Provided that, when two or more representatives
of any firm, company or corporation attend any such meeting, only one of them
shall be entitled to vote on any question or at any poll or ballot, and notification
of the one representative who is to vote be given to the Chairman or Secretary
prior to the commencement of the meeting.

(e) Quorum:

i. Ten members shall form a quorum at any general meeting of the Society.

ii. If at the expiration of half an hour after the time at which a meeting is
appointed to be held a quorum shall not be present, the meeting shall not
be held, but shall stand adjourned until such time later in the day or until
such day and time as shall be fixed by the Chairman or, in his absence, by
the majority of the members present, or failing that, by the Secretary.

iii. At all meetings when there is not a quorum of the members present, such
circumstance, together with the names of the members then present, shall
be recorded in the Minute Book.

iv. If at any time during a meeting the attention of the Chairman be called by
a member or by the Secretary of the fact that there is not a quorum
present, the Chairman shall thereupon suspend the proceedings for a
period of three minutes, and if a quorum be not present then the names of those who are present shall be recorded upon the minutes, and the Chairman shall adjourn the sitting to some hours later in the day or to some future day, and the meeting shall stand adjourned accordingly.

(f) Chairman:

The President, or, in his absence, one of the Vice-Presidents (as determined by the meetings) shall preside at all meetings of the Society provided that in the absence of the President and Vice Presidents, the meeting may elect a Chairman who shall preside.

(g) Voting:

(i) Every question submitted to a meeting shall be decided in the first instance by a show of hands, in which case every member present or represented shall have one vote and in the case of an equality of votes the Chairman shall, both on a show of hands and at a poll or ballot, have a casting vote in addition to the vote to which he may be entitled as a member. At any General Meeting, unless a poll or ballot is demanded by at least three members present in person, or by proxy, entitled to vote, a declaration by the Chairman that a resolution has been carried by a particular majority or lost or not carried by a particular majority, and an entry to that effect in the Minute Book of the Society shall be conclusive of the fact.

(ii) If a poll or ballot is demanded as aforesaid it shall be taken in such a manner and in such time and place as the Chairman directs, and either at once or after an interval or adjournment or otherwise, and the result of the poll or ballot shall be deemed to be the resolution of the meeting at which the poll or ballot was demanded. The demand for a poll or ballot may be withdrawn.

(iii) Where a poll is held, each member shall be entitled to one vote.

(iv) No member shall be entitled to be present or to vote at any meeting if any payments due from him to the Society are six months or more in arrear.

(h) Proxies:

Voting by proxy is permitted at any Annual General Meeting or any Special General Meeting. Every instrument of proxy shall as nearly as circumstances permit be in accordance with the following form, and where the Member appointing the proxy is a corporation, the proxy shall be under the hand of the public officer of the corporation or company.

No person shall be appointed as a proxy who is not a member or partner in a member firm, or director or executive officer of a company or corporation which is a member.
MEAT AND ALLIED TRADES FEDERATION OF AUSTRALIA,
(WESTERN AUSTRALIAN DIVISION)

FORM OF PROXY

I, ................................... being a member of the Meat and Allied Trades Federation of Australia (Western Australian Division) do hereby appoint Mr. .......................... of .......................... as my proxy to vote for me on my behalf at the ................. General Meeting of the Meat and Allied Trades Federation of Australia (Western Australian Division) to be held on the ................. day of ................. 19.... and at any adjournment thereof.

As witness my hand this .......................... day of .......................... 194.

Signed by the said .......................... in the presence of ..........................

This form must be in the hands of the Secretary not later than twenty-four hours prior to the Annual General Meeting or twelve hours prior to a Special General Meeting as the case may be.

12 - MANAGEMENT

The affairs of the Society shall be managed and conducted by a Committee of twelve consisting of a President, one senior Vice President and one junior Vice President, one of whom shall be a member conducting his business within the metropolitan area; a Treasurer and eight Committee men. Subject to these Rules the members of the Committee shall remain in office until the date of the Annual General Meeting of the Society; provided however and notwithstanding anything herein expressed the Committee is empowered to appoint additional members thereto in excess of those nominated by members of the Society but the aggregate number of members on the Committee shall not at any time exceed twenty-four.

The duties of the Treasurer may be performed by the person appointed as Secretary and the duties of Secretary may be performed by the person appointed as Treasurer.

13 - ELECTION OF COMMITTEE

The election of the Committee shall be made at each Annual General Meeting as herein provided -

(a) The election of the Committee shall take place at the Annual General Meeting of the Society.

(b) Candidates shall be nominated in writing by a member and nominations accompanied by the written consent of the nominee for positions as Committeemen shall be substantially in the following form:-
MEAT AND ALLIED TRADES FEDERATION OF AUSTRALIA,
(WESTERN AUSTRALIAN DIVISION)

ELECTION OF COMMITTEE 19

NOMINATION OF COMMITTEE MAN

I hereby nominate (full name of candidate) of
(candidate's address) as a candidate for the
election of the Committee of the Meat and Allied
Trades Federation of Australia (Western Australian
Division) to be held in August, 19

Signed     (Nominator)

Address of Nominator.

Nominator's Firm name.

I agree to act if elected.

(c) Nominations must be forwarded to the Secretary so as to reach him not later than
4 p.m. on the first day of August in any year.

(d) Upon receipt of such nominations the Secretary shall determine whether such
nominations are in order and if valid nominations do not exceed the number
required for election to the Committee, such nominees shall at the Annual
General Meeting be declared to be elected.

(e) If more valid nominations than are necessary to constitute the Committee have
been received, the Secretary shall cause a ballot paper to be prepared setting
forth the names of the candidates so nominated.

(f) At least twenty-one days before the day appointed for the Annual Meeting the
Secretary shall notify all members of the Society of the appointed date, and
inform them that on written application a ballot paper will be forwarded to them
and that they may exercise their vote by post.

(g) On receipt of any such application the Secretary shall forward to the applicant a
ballot paper or papers. The ballot paper shall be completed by the voter putting a
cross opposite the names of those candidates for whom he desires to vote and by
his placing the ballot paper in a sealed envelope marked "ballot paper" which
shall be delivered to the Secretary so as to be received by him not later than 4
p.m. on the day prior to the date of the Annual Meeting. No voter shall vote for
a greater or lesser number of candidates that are necessary to constitute the
Committee, and any vote contrary to this rule, or which otherwise fails to
observe the directions contained in the ballot paper, shall be deemed informal.

(h) At the Annual Meeting two scrutineers, who shall not be candidates for election,
shall be appointed. They shall conduct a written ballot, and on completion
thereof shall count all votes validly recorded including postal votes. The
candidates polling the highest number of votes shall be deemed to be elected.
Upon the declaration by the scrutineers of the result of the ballot the new members of the Committee shall assume office in place of the retiring members thereof.

(i) The decision of the scrutineers shall be final and binding with regard to any matter touching the validity or formality of any nomination or vote or any matter touching or concerning such election and the conduct thereof.

(j) If the candidates duly nominated shall be less in number than are required for election as aforesaid the vacancies shall be filled by the members present at the Annual General Meeting.

(k) The Committee shall meet as soon as conveniently may be after each Annual General Meeting and proceed to elect by ballot the President, two Vice Presidents and Treasurer who shall thereupon hold office pursuant to this Constitution and Rules.

14 - TENURE OF OFFICE

The Committee shall remain in office until the Annual General Meeting succeeding its election, but shall be subject to removal from office in the interim by a resolution carried by a three-quarter majority at a General Meeting of the Society called for that purpose. Not more than one member of any firm, company or corporation shall be eligible for election. Retiring officers shall be eligible for re-election.

Provided always and it is expressly declared that if for any reason the Annual General Meeting of the Society shall not be held in the months of August in any year, then the Committee shall continue in office until their successors have been appointed at a meeting called specially for that purpose either by the Committee or on a requisition as provided in Rule 11b.

15 - VACANCIES

Should any member of the Committee (ex officio or otherwise) be absent from three consecutive ordinary meetings of the Committee without satisfactory excuse, his office may be declared vacant by the Committee. Such vacancy and all other extraordinary vacancies shall be filled by the Committee, which may appoint any other qualified member thereto, and such member shall hold office until the following Annual General Meeting.

16 - REMOVAL OF MEMBERS

The Committee shall have the power to remove from the Committee any member who has been declared bankrupt or insolvent or a person of unsound mind by a competent court, or who has been convicted of felony.

17 - MEETINGS OF COMMITTEE

The Committee (of whom five shall form a quorum) shall meet at least once a month unless otherwise determined by the Committee, on such day and at such hour and place as it may from time to time fix, for transacting the ordinary business and affairs of the Society. Special meetings shall be called by the Secretary, on matters of urgency, or on
the requisition of two members of the Committee; the business for which such meeting has been called shall take priority thereat over any other business brought forward.

**18 - POWERS OF THE COMMITTEE**

The Committee shall in addition to other powers given by these Rules have power:-

(a) To appear before or make application to any Court, Board, Commission, Committee or other Tribunal in any matter or proceedings affecting the Society or any of its members, and to undertake on behalf of the Society or its members the conduct of any such proceedings, and for any of these purposes to engage Counsel or Solicitor to act on its behalf.

(b) To execute such instruments as may be necessary to carry on the affairs of the Society.

(c) To appoint nominees to any Board constituted under any Act, to represent the Society.

(d) To control the property and funds of the Society.

(e) To appoint or discharge any paid officers of the Society, and to fix their remuneration.

(f) To appoint trustees and casual vacancies among their number of the property and funds of the Society and to decide the number thereof and define their duties and powers.

(g) To appoint Finance, Vigilance, Disputes, Health and other sub-committees.

(h) If necessary to fix from time to time the amount of subscriptions or levies due from members of the Society and to fix nomination fees for new members not exceeding the annual subscription payable by such members.

(i) To make such levies upon members as may be necessary.

(j) To impose fines upon members not exceeding Fifty pounds (£50) for breaches of these Rules.

(k) To take proceedings for the breach or non-observance of any order or award, or for the recovery of any subscriptions, fines, levies or other property or moneys due to the Society by any member or by any other debtor.

(l) To do all such other things as may be necessary in the interests of the Society or its members, and which are not required to be dealt with by the Society in General Meeting.

(m) Generally to manage and direct all affairs of the Society and to do all such acts and things as may be necessary to carry its objects into effect.

(n) To refer any matter to a General Meeting for determination.
19 - PRESIDENT

The President shall preside at all meetings of the Society and Committee and maintain order thereat so that business may be conducted in due form and with propriety. Subject to the provisions of these Rules he may give instructions to the Secretary to call Special General Meetings of the Society when necessary. He shall have the same right of speaking on any question under discussion as any member; he shall have a deliberative vote, and in the event of an equality of votes, he shall have a second or casting vote. Should the President be absent from three consecutive meetings of the Committee or of the Society without explanation, he may be declared to have forfeited his position.

20 - CHAIRMAN

In the absence of the President, the Senior Vice-President, and in his absence, the junior Vice President shall preside at any meeting of the Society or of the Committee, and in the absence of all three a member of the Society or Committee as the case may be, shall be elected to preside thereat, with full powers and duties of the President.

21 - TREASURER

The Treasurer shall receive all moneys from the Secretary and forthwith pay the same to the credit of the Society, in such bank as the Committee shall appoint. All accounts for £1 and over shall be paid by cheque, which shall be signed by the President or Treasurer, and countersigned by the Secretary.

22 - SECRETARY

The Committee shall appoint a Secretary who shall take charge of all documents, books, papers and records of the Society, keep minutes of all proceedings, conduct all correspondence and discharge all such duties appertaining to his office as the Committee shall direct. He shall attend all meetings of the Society and record minutes of the same; prepare, under instruction from any Committee, reports to be submitted to Annual or Special General Meetings of the Society. He shall keep all accounts of the Society and prepare for the annual audit the Statement of Receipts and Expenditure and Balance Sheet. He shall receive all subscriptions, fines, etc. and pay the same into the hands of the Treasurer. He shall be the officer to sue and take proceedings (as directed by the Committee) on behalf of the Society. When directed to do so by the Committee, he shall be the officer to sue and take proceedings on behalf of the Society in pursuance of the provisions of the Industrial Arbitration Acts, Federal or State, and the Rules, Regulations, and awards made thereunder, or any other Act, Rules or Regulations for the time being in force affecting the Society, its members, or any section of the Meat and Allied Trades.

23 - AUDITORS

A duly qualified public accountant or accountants shall be elected as auditor or auditors at the Annual General Meeting. They shall attend at the place appointed before the holding of the Annual General Meeting, by arrangement with the Secretary, and shall thoroughly examine all the financial records of the Society for the period since the previous audit, inspect the vouchers appertaining to receipts and expenditure, satisfy themselves as to the correctness of the cash balance, the balance at the Bank, verify all the assets and liabilities, and sign, if correct, the Statement of Receipts and Expenditure
and the Balance Sheet. They shall report in writing to the Committee for subsequent presentation to the Annual General Meeting of the Society. The auditors need not be members of the Society either prior to or subsequent to election. No person shall be removed from the office of auditor except by resolution passed at a Special General Meeting of the Society.

24 - ANNUAL BALANCE SHEET

Within one month of the completion of the Annual Audit of Accounts as provided for in Rule 23, the Secretary shall furnish the Registrar on the prescribed form with a duly audited copy of the Annual Balance Sheet of the Society, including a statement of receipts and expenditure for the year ended on the 31st day of July, and a statement of the Assets and Liabilities of the Society on that date.

25 - ACCOUNTS

Correct accounts and books shall be kept by the Secretary showing the financial affairs of the Society, and the particulars usually shown in the books of account of a like nature. The financial year shall run from the first day of August to the thirty-first day of July in each year, and the accounts of the Society shall be closed on the last day of July in each year.

26 - ORDER OF PROCEDURE AT MEETINGS

At the Annual General Meeting of the Society the regular order of procedure shall be as follows:-

(1) Minutes.
(2) Reception and adoption of Auditor's Report and Balance Sheet.
(3) Election of office bearers, and auditors.
(4) Motions of which due notice has been given.
(5) Reports of sub-committees.
(6) General business.

The order of procedure at Special General Meetings shall be as decided by the Chairman of the meeting; but at any Special General Meeting which has been called by requisition the business of that meeting shall be confined to the discussion of the subject matter of the requisition.

27 - POWER TO INSPECT BOOKS

Any person having an interest in the funds of the Society may inspect the Books and Register of Members at any reasonable time convenient to the Secretary.
28 - DISPUTES

The Committee shall at all times endeavour to settle all disputes which may occur between the Society and any of its members, or between any two or more members of the Society, relating to Society matters, by amicable and conciliatory conference, but should its efforts fail, it shall convene a Special General Meeting of the Society and lay the whole of the particulars before the meeting which shall decide and authorise the course to be taken.

All industrial disputes in which the Society or any of its members may be concerned shall, unless settled by mutual consent, be referred for settlement pursuant to the Industrial Arbitration Act 1912-41. The Society shall be represented before the Court of Arbitration by representatives duly appointed at any General or Special General Meeting called for the purpose.

Provided that the provisions of this Rule shall be construed subject to the provisions of Rule 33.

29 - SEAL

The Seal of the Association shall bear the words "Meat and Allied Trades Federation of Australia (Western Australian Division) Union of Employers, Perth". The Seal shall be kept in the custody of the Secretary at the registered office of the Society, but shall not be affixed to any document except by order of the Society in Annual and Special General Meetings assembled or the Committee and in the presence of two members of the committee and the Secretary, who shall sign the instrument or writing to which the Seal is so affixed.

30 - MAKING AND EXECUTION OF DEEDS AND INSTRUMENTS

All Industrial Agreements, Deeds and other Instruments shall be made by the Committee and executed on behalf of the Society in the manner set forth in Rule No. 29.

31 - ANNUAL LIST OF MEMBERS, ETC.

In the month of January in each year, the Secretary shall furnish the Registrar in the prescribed form with a complete list of the officers, trustees and members of the Society as at the close of the preceding year and any other particulars required by the Registrar.

32 - CONTROL OF PROPERTY AND INVESTMENT OF FUNDS

The Committee shall have the control of all the property belonging to the Society, and shall decide any question as to the acquirement, use, loan, investment, or disposal of such property; in the same manner the Committee may employ, lend or invest the funds of the Society in such manner as may be within its objects and upon such assets, securities, loans, or investments as it thinks fit and may vary any such investments at its discretion. Provided that no part of the funds of property of the Society shall be paid or applied for in connection with or to aid or assist any person engaged in any strike or lock-out in this State.
33 - DISTRICT BRANCHES

District branches may be constituted for the purpose of determining matters of local importance but shall not act in any way inconsistent with these Rules or the rules of the Meat and Allied Trades Federation of Australia or the provisions of The Industrial Arbitration Act 1912-41. Disputes may be referred by such branches to the Committee.

34 - GENERAL

Should any member of the Society act in a manner detrimental to the other members of the Society or should he disobey any resolution previously carried at any Annual General or Special General Meeting of the Society or any resolution of the Committee he shall be brought before the Committee and upon the charge being proved to the satisfaction of the Committee, such member may be recovered under Rule 18(k).

Should such member be dissatisfied with the decision of the Committee he may, upon giving fourteen days’ notice to the Secretary, appeal to the next Annual General or Special General Meeting of Members and the decision of such meeting shall be final.

35 - AMENDMENT OF RULES

Subject to Section 23 of the Industrial Arbitration Act, 1912-41, as to any proposed amendment of the Constitution of the Society, the Rules of the Society shall be uniformly observed and shall not be added to, altered, amended or rescinded unless one months’ notice of the intention to do so be given to the Secretary previous to an Annual General or Special General Meeting, and unless carried at such Meeting by a two-thirds majority of the members present and voting. No amendment to the rules of the Society shall have or take effect unless and until registered by the Registrar under the Industrial Arbitration Act, 1912-41.

36 - INDEMNITY

Every member of the Committee and the Treasurer, Secretary and other officers of the Society shall be indemnified by the Society against, and it shall be the duty of the Committee out of the funds of the Society to pay all costs, losses and expenses which any member of the Committee or officer of the Society may incur or become liable to by reason of any contract entered into or act or deed done by him as such member of the Committee or officer or in any way in discharge of his duties and the amount for which such indemnity is provided shall immediately attach as a lien on the property of the Society in priority to any claim by the Members of the Society thereto.

No member of the committee or officer shall be liable for the acts receipts neglects or defaults of any other member of the committee or officer or for joining in any receipt or other act for conformity to these Rules or otherwise or for any loss or expense happening to the Society through the insufficiency or deficiency of title to any property acquired by the Committee for or on behalf of the Society or for the insufficiency or deficiency or failure of any security loan or investment in or upon which any of the moneys of the Society shall be invested or for any loss or damage arising from the bankruptcy insolvency or tortious act of any person with whom any of the moneys securities or effects of the Society shall be deposited or for any loss occasioned by an error of judgment or oversight on his part or for any other loss damage or misfortune whatever which shall happen in the exercise of the powers or duties of his office or in relation thereto unless the same shall happen through his own dishonesty.
37 - DISSOLUTION

For the dissolution of the Society the affirmative vote of two-thirds of the financial members on the list of members shall be requisite, such vote to be taken by poll or ballot at a Special General Meeting duly called by circular stating the object of such meeting or should the number of members at any time fall below two, the Society shall then be dissolved. In the event of dissolution the whole of the assets of the Society shall be realised and any balance remaining after meeting the liabilities of the Society and the costs and expenses of and incidental to such dissolution shall be distributed among the members in proportion to the amounts paid by them respectively by way of annual subscriptions and levies to the Society as from the date of the formation of the Society. In the event of dissolution the powers of the Committee shall continue in force for the purpose of effecting the realisation of the assets and payments of the liabilities of the Society and the making of such distribution among the members and so that the books documents and records of the Society shall be disposed of in such manner as the Committee may determine. This Rule shall not be added to nor rescinded nor amended unless 12 months' notice has been given to that effect at an Annual or Special General Meeting of Members of the Association.

38 - APPLICATION OF RULES

These rules shall be read and construed with the Rules of the Meat and Allied Trades Federation of Australia dated the 24th day of November 1941, and amendments to the date hereof. Subject to the proviso hereto any matter provided for in these Rules which is contrary to the Rules of the said Federation shall be void. Subject also to the said proviso in all matters in which no provision is made by these Rules, the rules of the said Federation shall apply.

Provided always that the provisions of The Industrial Arbitration Act 1912-41 shall in all events be paramount and if any of these Rules or the Rules of the Meat and Allied Trades Federation of Australia infringe or are inconsistent with the provisions of the said Act, such Rules to the extent of such infringement or inconsistency shall be void.