

1959

**R U L E S**  
**OF THE TRADE UNIONS**  
**OF THE U.S.S.R.**

599

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**RULES**  
**OF THE TRADE UNIONS**  
**OF THE U.S.S.R.**

Adopted by the Twelfth Congress  
of Trade Unions of the U.S.S.R.  
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**RULES  
OF THE TRADE UNIONS  
OF THE U.S.S.R.**

The Soviet people under the guidance of the Communist Party of the Soviet Union have built a socialist society and are successfully fulfilling the historic task of effecting a gradual transition from socialism to communism. In the Soviet Union, the exploitation of man by man has been abolished for ever, unemployment in the city and destitution in the countryside have been done away with and the material and cultural standards of the working people have risen substantially. The Soviet Union has become a mighty industrial and collective-farm power with a highly developed science, technology and culture.

Under the Soviet, socialist system, the State stands guard over the rights of the working people and in its laws gives expression to the people's interests. The epoch-making gains of the working people of the Soviet Union are embodied in the Constitution of the U.S.S.R.

The Constitution guarantees all citizens of the Soviet Union the right to work, the right to rest and leisure, the right to education, the right to maintenance in old age and in case of sickness or disability. Women in the U.S.S.R. are accorded equal rights with men in all spheres of economic, government, cultural, political and public activity. In conformity with the interests of the working people and with a view to strengthening the socialist system, the Constitution guarantees citizens of the U.S.S.R. freedom of speech, freedom of the press, freedom of assembly and also the right to associate in public organizations.

The Soviet trade unions, which are a mass non-party public organization, unite, on a

voluntary basis, workers and other employees of all occupations irrespective of race, nationality, sex, or religious beliefs.

The Soviet trade unions conduct all their activities under the guidance of the Communist Party of the Soviet Union, the organizing and directing force of Soviet society. The trade unions of the U.S.S.R. rally the masses of workers and other employees around the Party and mobilize them for the struggle to build a communist society.

Under the leadership of the Party, the Soviet trade unions have travelled a glorious path of development and become the numerically strongest organization of the working class. It fruitfully influences all the aspects of our people's economic endeavour and social life. The trade unions "are an educational organization, an enlisting and training organization, they are a school, a school of administration, a school of management, a school of communism." (Lenin.)

In the conditions of extensive construction of a communist society, the role and signif-

icance of the Soviet trade unions is all the time growing, and they are participating in government, economic and cultural affairs on an increasing scale.

The central task of the trade unions is to mobilize the masses for the work of greatly advancing all the branches of national economy, further strengthening the economic might and defensive power of the Soviet Union, fulfilling and overfulfilling the national-economic plans, promoting technical progress, ensuring an uninterrupted rise in labour productivity, implementing strict economy and thrift at all enterprises, and arranging for the best utilization of all untapped resources to attain a rapid growth of industrial and agricultural output and a steady rise in the material and cultural standard of the people.

The Soviet trade unions are called upon to draw the largest possible number of workers into industrial management and to encourage creative activity on their part.

The trade unions are working to secure a further consolidation of the socialist social and state system, whose basis is the unshakable union of the working class and the collective-farm peasantry, the indestructible friendship among the peoples of the U.S.S.R., and the moral and political unity of the entire Soviet society. The trade unions share actively in state, economic and cultural affairs, participate in the elections to organs of state power and in drafting laws on production, labour, living conditions and culture. They strive to strengthen the administrative and managerial apparatus and to improve its work.

The trade unions instil into their membership the spirit of Soviet patriotism and a communist attitude towards work and public, socialist property; they contribute in every way towards raising the cultural and technological standard of the workers to that of the engineering personnel; they educate the factory, office and other workers in the spirit of proletarian internationalism and of

fraternal friendship with the working people of all countries; they fight for the unity of the international working-class movement and for universal peace; guided by the principles of proletarian solidarity, they support the just struggle of the workers for their rights and interests.

The trade unions:

on behalf of factory and office workers raise questions of labour, welfare and culture with government and public bodies and take part in planning the national economy;

organize socialist emulation among workers, engineers, technicians and other employees and give guidance to the standing production conferences;

take part in planning and regulating wages and in framing systems of pay and bonuses in accordance with the socialist principle of payment by the quantity and quality of work performed; promote the introduction of progressive, technologically substantiated output rates, exercise control over the revision of rates, see that the ac-

cepted systems of payment are operated correctly and wages paid in time;

promote the mass movement of inventors and rationalizers and guide the activities of Science and Technology societies; help workers and other employees improve their proficiency, popularize the experience of the foremost workers and of the innovators in production; promote the introduction of advanced technologies and scientific achievements into industry, agriculture and other branches of the national economy;

conclude collective agreements and agreements on labour protection and safety measures with the managements of industrial enterprises, maintenance and repair stations and state farms, and ensure their fulfilment in collaboration with economic bodies;

see that labour laws are not violated and that there is a high standard of safety engineering and industrial hygiene at industrial enterprises and offices;

settle labour disputes;

supervise the system of state social in-



insurance, fix and issue benefits to factory and office workers in cases of temporary disability and other allowances paid out of the social insurance fund, seek to improve the medical service and the facilities for protecting the health of women and children, superintend sanatoriums and holiday homes and the functioning of social-insurance bodies, participate in allocating pensions to factory and office workers and members of their families;

organize supervision by the masses of and take measures to ensure the fulfilment of plans for housing construction, the development of welfare and cultural facilities, and an improvement in the work of canteens, shops, public services and city transport; distribute, jointly with economic bodies, the living space in houses belonging to factories, offices or educational institutions; participate in distributing living space in houses built by local Soviets; render material assistance to factory and office workers; organize mutual-aid funds;

carry on educational and cultural activities among workers, office employees and their families; help union members improve their political knowledge and general education, disseminate political and scientific knowledge, extensively popularize new methods of production and technology, and run their own press;

open clubs, community centres, stadiums and sports grounds, recreation rooms and libraries, and encourage amateur art, physical culture, sports and tourist activities among factory, office and other workers;

draw as many women as possible into the work of the government, into production and into public life, take steps to improve the working and living conditions of women, and help the workers to give their children a communist upbringing.

All the work of the trade unions is based on the method of convincing the masses and developing the creative genius, initiative and independent activity of factory, office, and other workers. The mission of the

trade unions is to develop self-criticism and criticism on a large scale, to carry out all their activities in a business-like and efficient manner and with a sense of high responsibility for the tasks entrusted to them, to combat bureaucracy and shortcomings in work, to respond quickly to the needs and requirements of the working people.

## I TRADE-UNION MEMBERS, THEIR RIGHTS AND DUTIES

1. Membership in the trade unions is open to all citizens of the U.S.S.R. employed in industry, transport, construction, at maintenance and repair stations or state farms, or in offices, or attending institutions of higher learning, technical or occupational schools.

2. A trade-union member has the right:

- a) to elect and be elected to all trade-union bodies and to trade-union conferences and congresses;
- b) to take part in discussions of questions considered at meetings of trade-union members;
- c) to raise before trade-union bodies ques-

tions concerning the activities of the trade unions and economic bodies, or to put forward suggestions relating to the improvement of their work;

d) to criticize at trade-union meetings, conferences, congresses and in the press the activities of trade-union, economic or Soviet bodies, or their personnel;

e) to approach any trade-union body with any question he would like to raise concerning production work and the provision of welfare and cultural services, and to appeal to it to protect and uphold his rights where the management is guilty of infringing upon the collective agreement or the operating labour legislation;

f) to demand that he be present in person in all cases when trade-union bodies pass an opinion on his work or conduct;

g) to be a member of the trade-union mutual-aid fund.

3. It is the duty of a trade-union member:

a) to work unremittingly for a further advance of the national economy, science

and culture of the Soviet state, for the fulfilment by every enterprise, shop and team of their production plans and targets, and for a steady rise in labour productivity; to take an active part in the socialist emulation movement;

b) to safeguard and strengthen public socialist property is the sacred and inviolable foundation of the Soviet system, the source of the wealth and might of the country, the source of a prosperous and cultured life for all the working people;

c) scrupulously to observe state and labour discipline, to fight every manifestation of loose discipline, bearing in mind that any violation of labour discipline is detrimental to the interests of the country and the people;

d) to raise the level of his general education and technical knowledge, trade and professional skill; to master his own job and advanced methods of work; to strive to maintain a high standard of public morals;

e) to expose shortcomings in production and work for their elimination;

f) to attend all trade-union meetings and fulfil social assignments given him by trade-union bodies;

g) to observe the Rules of the Trade Unions of the U.S.S.R. and pay membership dues punctually.

4. A trade-union member enjoys the following privileges:

a) state social insurance benefits greater than those paid to non-members, in conformity with legislation;

b) priority accommodation at holiday homes, health centres or health resorts, and also priority accommodation for his or her children in crèches, nursery schools or Young Pioneer camps;

c) free legal advice and assistance from trade-union bodies;

d) when necessary, grants out of trade-union funds;

e) the use for himself and his family of the trade-union's cultural and sports facilities on terms specified by the trade-union bodies;

f) for active public service and depending on his record of trade-union membership, he is awarded trade-union certificates of merit and is accorded other marks of encouragement.

5. Admission to trade-union membership is by personal application from the prospective member. The application is considered by a meeting of the trade-union group, and admission is endorsed by the shop committee of the union, and where there are no shop committees, by the factory or office committee. Where the trade-union organizations are not subdivided into groups new members are admitted by decision of a general meeting.

6. The membership record dates from the time when the application for membership is granted by the meeting of the trade-union group or the trade-union organization of the shop, department, plant or office concerned. Membership cards are issued to the new members by the factory or office committee of the trade union.

7. If a member goes to work in a factory or office whose trade-union branch is part of another trade union, he is transferred to that union without payment of the entrance fee and his record of trade-union membership is maintained.

8. Women members of the trade unions who have temporarily to leave work to take care of their children retain their trade-union membership for one year and enjoy the cultural and welfare services on a par with other members. If they resume work, their old record of trade-union membership is credited to them irrespective of how long they have not worked.

9. Seasonal employees retain their record of trade-union membership if they resume work in the following season.

10. The time spent by trade-union members in the Armed Forces of the U.S.S.R. is included in their trade-union record.

11. Trade-union members who discontinue work and receive pensions on grounds of

ill health or old age retain the right to be members of their trade union.

12. For breaking the Rules of the trade unions, for failing to pay membership dues for more than three months, for lack of discipline, or for unseemly conduct in private life a member may, by decision of the trade-union bodies, be subjected to corrective measures and called to account before the public (i.e., he may be cautioned, reproved, publicly reprimanded, censured) and, as an extreme measure, expelled from the trade union.

The decision of the trade-union group or shop meeting to expel a member comes into effect after it is approved by the factory or office committee of the union. The decision of the primary trade-union organization to expel or to penalize a member must be passed in the presence of the member concerned.

## II ORGANIZATIONAL STRUCTURE OF THE TRADE UNIONS

13. The trade unions are built up on the principles of democratic centralism, which means that:

a) all trade-union bodies from the bottom up are elected by the membership and are accountable to them;

b) trade-union organizations decide all matters of union activity in conformity with the Rules of the Trade Unions of the U.S.S.R. and the decisions of higher union bodies;

c) trade-union organizations pass their decisions by a majority vote of the membership;

d) lower trade-union bodies are subordinate to the higher ones.

14. The trade unions are organized on the industrial principle: all persons employed in the same factory or office belong to the same union; each trade union comprises the employees of one branch or several branches of the national economy.

15. To co-ordinate the activities of trade-union organizations, regional, territorial and republican inter-union bodies are set up in the regions, territories and republics.

16. The highest directing body of a trade-union organization is the General Meeting (for primary organizations), the Conference (for district, city, regional, territorial, republican, railway line or basin organizations), the Congress (for the trade union as a whole or the trade unions of a Union Republic).

The general meeting, conference or congress elects an appropriate committee—the Shop, Factory, Office, District, City, Regional, Territorial, Republican, Central Committee, while the Inter-Union Conference (Con-

gress) elects the Councils of Trade Unions, which act as their Executive.

17. All trade-union directing bodies, and also delegates to trade-union conferences and congresses, are elected by secret ballot.

When trade-union bodies are being elected, the union membership have the right to nominate candidates and to challenge or criticize any of them.

18. New elections to any trade-union body may, at the demand of at least one-third of the union members represented by that body, and also by decision of a higher trade-union body, be held before the expiration of the fixed term.

19. General meetings of trade-union members, union conferences and congresses, and also meetings of trade-union committees and councils shall be considered competent if they are attended by not less than two-thirds of the union members, delegates, committee or council members.

20. Trade-union bodies must undeviatingly observe trade-union democracy, regularly

call general meetings and conferences of union members, report on their work and hold elections, provide for the development of criticism and self-criticism in the trade-union organizations, promote extensive participation of the membership in trade-union activities, strengthen and extend their ties with the masses, rely on broad sections of active trade unionists, and strictly observe the principles of collective leadership.

The trade-union committees and councils may set up commissions on specific questions of trade-union activities and organize groups of part-time instructors.

### III HIGHEST TRADE-UNION BODIES

21. The supreme body of the trade unions is the U.S.S.R. Congress of Trade Unions.

The U.S.S.R. Congress of Trade Unions is convened at least once every four years. Notice of it and its agenda is given at least two months before it is opened.

The quota of representation at the Congress of Trade Unions and the election procedure are determined by the All-Union Central Council of Trade Unions (A.U.C.C.T.U.).

22. The U.S.S.R. Congress of Trade Unions:

a) hears and approves reports of the A.U.C.C.T.U. and of the Auditing Commission;

b) adopts the Rules of the Trade Unions of the U.S.S.R.;

c) specifies the immediate tasks of the trade unions, hears reports by the central planning and economic bodies and outlines measures for trade-union participation in the struggle for the fulfilment and overfulfilment of the national-economic plans, to raise the material, cultural and political level of factory, office and other workers;

d) specifies the tasks of the trade unions of the U.S.S.R. in the international trade-union movement;

e) elects the All-Union Central Council of Trade Unions and the Auditing Commission.

23. The number of members to be elected to the A.U.C.C.T.U. and the Auditing Commission is determined by the Congress.

In the event members fall out of the A.U.C.C.T.U., their places are filled by alternate members elected by the Congress.

Members and alternate members of the A.U.C.C.T.U. and members of the Auditing Commission who have not been elected del-



legates to the Congress of Trade Union of the U.S.S.R. attend it with voice but no vote.

24. In the interim between U.S.S.R. Congresses of Trade Unions, all trade-union activities are directed by the A.U.C.C.T.U.

25. The All-Union Central Council of Trade Unions:

a) specifies the immediate tasks of the trade unions generally, and also in particular fields of trade-union activity;

b) participates in drafting national-economic plans;

c) directs the socialist emulation movement;

d) hears reports by committees and councils of the trade unions, and reports by Economic Councils, Ministries and government departments, on matters relating to production and to cultural and welfare services for factory, office and other workers;

e) takes part in the drafting and consideration by the Government of legislation on wages, labour protection, social insurance, and welfare and cultural services for the

working people; issues instructions, regulations and elucidations as to the operation of the adopted laws on labour; supervises the observance of the laws and statutory regulations issued to that effect;

f) directs the operation of the state social insurance scheme;

g) arranges country-wide cultural, sports and other mass undertakings;

h) directs the activity of the All-Union Society of Rationalizers and Inventors, the Council of Science and Technology Societies and the voluntary trade-union sports societies;

i) establishes trade-union schools and study courses;

j) approves the budget of the trade unions and the state social insurance budget;

k) defines the general structure of trade unions and their staffs;

l) represents the Soviet trade unions in the international trade-union movement and affiliates on their behalf with international trade-union associations;

m) has its own press organ—the newspaper *Trud*—and publishing house—Profizdat; issues trade-union magazines, bulletins, etc.

26. The A.U.C.C.T.U. elects a Presidium to direct the work of trade unions between its plenary meetings, and a Secretariat to direct current work of an organizational and executive character.

27. Plenary meetings of the A.U.C.C.T.U. are convened not less than once in six months. Alternate members of the A.U.C.C.T.U. and members of the Auditing Commission attend plenary meetings of the A.U.C.C.T.U. with voice but no vote.

28. The Auditing Commission elects a Chairman and Secretary from among their midst. It supervises the financial, accounting, and economic activities of the A.U.C.C.T.U., its departments, offices and establishments, and checks on the Council's work in considering and answering letters and applications from the rank-and-file.

29. The highest directing body of each trade union is its Congress. The Congress of

the Union is held once in two years. Congress delegates are elected by the union membership at meetings and conferences according to a representation quota fixed by the Central Committee of the Union. Notice of the Congress and its agenda is given by the Central Committee of the Union at least one month before it is convened.

Members and alternate members of the Union's Central Committee and Auditing Commission, who have not been elected delegates to the Congress, attend it with voice but no vote.

The Congress of the Trade Union hears reports on the activities of the Union's Central Committee and Auditing Commission, specifies the general tasks of the Union, adopts the Rules of the Union, hears reports by economic and planning bodies on the perspective development of the given branch of industry, economic or cultural organization, and on the progress of the fulfilment of state plans; elects the Central Committee of the Union, the Auditing Commission and the del-

egates to the U.S.S.R. Congress of Trade Unions.

30. The number of members in the Union's Central Committee and Auditing Commission is determined by the Congress.

31. The Central Committee of a trade union:

takes part in drafting current and long-term plans for the development of the given branch of industry, economic or cultural organization and discusses them jointly with central economic and planning bodies;

organizes socialist emulation movements among similar-type industrial enterprises located in different economic regions, generalizes and popularizes the advanced experience gained by enterprises or innovators in production;

takes part in drafting and considering new systems of wages to be introduced in specific industries with an eye to stimulating labour productivity;

takes part in fixing wage scales and rates and drafting standard regulations on stimu-

lating wage systems; coordinates the rates, payment-according-to-qualification systems, and output quotas within a given industry or department;

verifies the implementation of the approved wage systems;

studies and popularizes the experience of leading industrial enterprises in introducing technologically substantiated output quotas;

hears reports by economic bodies on the situation in production, on wages, the setting of rates and labour protection;

establishes obligatory rules and standards of safety engineering and industrial hygiene for a given industry; participates in drafting legislation for a given industry on working hours, holidays and leaves, on protection of the labour of women and juveniles, on the issue of special clothes and footwear, and on special diets;

studies the causes of industrial disease and accidents and plans measures to secure healthier working conditions;

takes part in deciding questions of social

insurance covering the whole of the industry in question, and of cultural and welfare services for the working people;

directs the activity of the Science and Technology Society, promotes the mass movement of worker inventors and rationalizers; calls all-industry conferences of workers, technicians and engineers at which they share their work experience; participates in the issue of popular industrial and technological literature;

decides questions of union membership and union service; studies, generalizes and spreads the experience of trade-union work in local branches;

in conformity with operating legislation gives advice on questions of importance to the entire industry concerned;

publishes the trade-union's newspapers, magazines and printed matter;

maintains and develops contacts with kindred trade unions in foreign countries, participates actively in the international association of trade unions of the industry in ques-

tion; does its utmost to promote international working unity.

32. Plenary sessions of the Central Committee of a trade union are convened not less than once in six months. Alternate members of the Central Committee of a trade union and members of the Auditing Commission attend plenary sessions with voice but no vote.

To direct the routine activities of the union, the Central Committee elects a Presidium consisting of a Chairman, a Secretary and members.

The Central Committee of a trade union is responsible for its activities to the Congress of the Union and to the A.U.C.C.T.U.

**IV**  
**REPUBLICAN, TERRITORIAL, REGIONAL,  
CITY AND DISTRICT TRADE-UNION  
BODIES**

33. The highest trade-union body in a Region, Territory or Republic is the Regional or Territorial Inter-Union Conference or Congress of the Trade Unions of the Republic.

The Congress of the Trade Unions of the Republic and the Territorial and Regional Inter-Union Conferences are convened once in two years. Notice of the Congress (Conference) and its agenda are given by the Council of the trade union in question at least one month before it is convened.

Delegates to the Inter-Union Conferences and Congresses of the Trade Unions of the Republics are elected at trade-union meetings held at factories, offices and educational es-

tablishments, the trade-union organizations of which are directly subordinated to the councils of the trade unions concerned, and at city, regional, territorial and republican all-industry trade-union conferences, the representation quota being established by the Trade-Union Council.

Delegates to the Congresses of Trade Unions of a Republic, which is divided into administrative regions, are elected at regional inter-union conferences.

The Inter-Union Conference (the Congress of the Trade Unions of the Republic) hears reports by the Council and the Auditing Commission, specifies the immediate tasks of the trade-union organizations in the Regions, Territories or Republic, hears reports by planning and economic bodies on the progress made in the fulfilment of state plans, discusses questions of labour and cultural and welfare services for the people, and elects a Trade-Union Council, Auditing Commission and delegates to the Congress of the Trade Unions of the U.S.S.R.

The number of members to be elected to the Trade-Union Council and Auditing Commission is determined by the Congress (Conference).

34. The Republican, Territorial or Regional Trade-Union Council:

directs all the activities of the trade unions functioning in the Republic, Territory or Region in question;

takes an active part in the work of the Economic Councils and planning bodies; helps to draft national-economic plans and works for their fulfilment; represents the trade unions of the Republic, Territory or Region in the corresponding Soviet or economic bodies on questions of production, labour and the living conditions of factory, office, and other workers;

organizes and directs the socialist emulation movement in the Republic, Territory or Region concerned; jointly with Soviet and economic bodies summarizes the results and determines the winners of the emulation

movement; organizes the study and spread of advanced work methods;

jointly with Economic Councils, it registers collective agreements and supervises their fulfilment;

sees that correct levels of wages are maintained in similar industries and enterprises; jointly with economic bodies, it takes steps to improve the system of rate fixing;

guides the work of the Republican, Territorial or Regional Councils of the Science and Technology Societies and of Rationalizers and Inventors Societies;

exercises control over the safety arrangements and industrial sanitation; sees that managements do not violate labour legislation and that funds earmarked for special clothing are spent properly and the workers get the clothing in time;

participates in the planned allocation of funds for the improvement of working conditions; guides the work of Technical Inspectors;

jointly with local planning and economic

bodies, it drafts the current and long-term plans for the construction of dwelling houses, trade and catering establishments, welfare centres and public buildings;

guides the work of trade-union organizations in implementing the state social insurance scheme, supervises the management of health centres and holiday homes, approves the plan for the distribution of accommodation at these institutions and sees that there are no abuses; supervises the public health services and the work of social insurance bodies;

exercises control over the correct allotment of living space in houses built by factories and offices; takes part in allotting living space in houses built by local Soviets of Working People's Deputies; supervises the work of the urban transport, of public and trade establishments and takes steps to remove any shortcomings that come to light;

hears reports by economic bodies on the situation in production, on wages the organization of labour and labour protection,

safety arrangements, the fulfilment of plans for the building of dwelling houses and cultural and welfare establishments, and decides on the measures to be taken by industrial establishments, maintenance and repair stations, state farms, offices and their respective trade unions to develop the socialist emulation movement and improve the social insurance, cultural and welfare services for the people;

selects and appoints leading trade-union personnel, provides for the regular and periodic training of trade-union workers and active trade unionists;

summarizes and popularizes advanced trade-union practices and issues printed matter on trade-union activity;

guides the leisure-time and sports activities sponsored by the trade unions; sets up cultural, sports and other trade-union centres;

provides the trade-union membership with legal advice;

supervises the financial activity of trade-

union bodies in operating the trade-union and state social insurance budgets and sees that the money is properly spent and the budgets replenished;

in accordance with the approved structural rules and standard lists of workers to be employed in a given trade-union body, it defines the structure, number of workers and salaries of trade-union organizations and establishments run by them; it reviews their economic and financial activity;

maintains international contacts with trade unions in other countries.

35. Plenary sessions of the trade-union councils are convened not less than once in four months. Alternate members of the Council of a trade union and members of the Auditing Commission attend plenary sessions with voice but no vote.

To direct the routine activities of trade-union organizations the Council a Presidium consisting of a Chairman, a Secretary and members.

The Regional or Territorial Council of

Trade Unions is responsible for its activities to an Inter-Union Conference and the A.U.C.C.T.U. (in Union Republics, to the Republican Council of the Trade Unions). The Republican Council is subordinate to the Congress of the Trade Unions of the Republic and the A.U.C.C.T.U.

36. Republican, territorial, regional, railway line, basin, city and district trade-union committees and auditing commissions are elected at conferences of the trade unions in question, held once in two years.

The conference hears reports by the Committee and the Auditing Commission, discusses questions of the organization of labour and production and of cultural and welfare services for the workers, and elects the trade-union directing bodies and the delegates to the Congress of the Trade Union and to the Inter-Union Conference.

37. Trade-Union Committees work out, together with Soviet and economic bodies, current and long-term production plans for a given industry, or economic or cultural



organization; discuss questions relating to wages, fixing of rates, protection of labour, social insurance, and cultural and welfare services for factory, office, and other workers. Jointly with the appropriate Soviet and economic bodies they guide the intra-industry socialist emulation movement, sum up its results, study and popularize the best work methods of the advanced enterprises and of innovators in production.

The Committees direct the organizations of their trade unions in the republic, territory, region, city, district, railway line or basin, assist them in developing socialist emulation, supervise the conclusion of collective and labour protection agreements and take steps to ensure their fulfilment; organize fulfilment by the trade-union organizations of the decisions taken by the A.U.C.C.T.U., the Central Committee and the Council of the Union, hold meetings of the trade-union active, promote criticism and self-criticism, and educate the membership

of the union in a spirit of intolerance towards shortcomings.

38. Plenary meetings of regional, territorial and republican committees are convened not less than once in four months, and plenary meetings of city and district committees—once in three months.

39. In all their activities the committees are accountable to the appropriate republican, territorial, regional, city or district conferences of union members and to the Council of trade unions; on questions within the jurisdiction of the Central Committees of Trade Unions, they are accountable to the latter.

40. The trade-union committees elect from their midst a Chairman, a Secretary, and members of the presidium.

**V**

**PRIMARY TRADE-UNION  
ORGANIZATIONS**

41. The basic unit of a trade union is the primary trade-union organization. The primary trade-union organization is composed of the trade-union members employed at a factory, maintenance and repair station, state farm, office or attending the same educational institution.

The highest body in the primary trade-union organization is the general meeting of union members.

In factories or other establishments where general meetings cannot be called because people work different shifts or because the shops or departments are territorially dispersed, shift meetings or con-

ferences of trade-union members are held instead.

42. The tasks of the primary trade-union organization are:

a) to mobilize all the workers in a factory, maintenance and repair station, state farm or office for the fulfilment and over-fulfilment of the state production plan; to strengthen labour discipline and promote the socialist emulation movement;

b) to devise and put into effect practical measures aimed at steadily raising labour productivity, better utilization of untapped economic reserves, improving quality and lowering production costs;

c) to draw factory, office and other workers into the actual management of industry;

d) to live up to the obligations taken under the collective agreement;

e) to organize the work of popularizing the best work methods and the achievements of science and technology, and of encourag-

ing the mass movement of inventors and rationalizers in production;

f) to show daily concern for better labour protection, a higher standard of living, and improved cultural and welfare services for the working people; to develop to the utmost educational, leisure-time and sports activities in factories and offices;

g) to put into effect the decisions of the higher trade-union bodies and the resolutions adopted at general meetings;

h) to have every factory and office worker join the trade union;

i) to encourage criticism and self-criticism and educate the membership of the union in a spirit of intolerance towards shortcomings.

43. For the conduct of routine activities primary trade-union organizations having 25 or more members elect a factory or office trade-union committee and an Auditing Commission, while organizations with less than 25 members elect a trade-union organizer, for a term of one year.

The number of members of the factory or office trade-union committee and the Auditing Commission is determined by the general meeting or conference of union members.

44. The factory or office trade-union committee:

represents the factory and office workers in all questions of labour, living conditions and culture;

concludes a collective agreement with the management, organizes supervision by the masses over, and implements measures towards, its fulfilment; participates in drafting the production and financial plans of the enterprise and the plans for industrial and housing construction, as well as plans for building cultural and welfare institutions and facilities, it participates in establishing new and revising the existing output quotas, in setting rates and in fixing categories for workers; sees that the wage system and the system of settling accounts with the workers are correctly implemented and that wages

are paid punctually; guides the work of the standing production conferences;

jointly with the management, organizes the socialist emulation movement, sums up its results, and determines the winners; approves the scheme of awards to be paid to factory and office workers out of the enterprise's fund or other funds, and also the lists of workers entitled to bonuses or in need of financial assistance; provides for the workers improving their proficiency; guides the work of the Councils of Science and Technology Societies and of Rationalizers and Inventors Societies; supervises the introduction of inventions, technological improvements and rationalization suggestions;

supervises the observance of labour laws, regulations and standards of industrial sanitation, and safety measures; settles labour disputes; voices its opinion on candidates to executive posts at the factory, office or organization; sees that no factory or office worker is discharged by the management without the Committee's consent;

grants allowances out of the social insurance fund, arranges accommodation for factory, office and other workers at health centres holiday homes or hikers' stations; checks the standard of the public health services for the working people; takes part in fixing pensions; disposes of the means coming out of the trade-union budget in accordance with the approved estimate;

provides workers with cultural and welfare services; promotes physical culture, sports and tourism; helps to organize physical culture exercises during breaks in work; arranges public control over the fulfilment of plans for the construction of houses and cultural and welfare facilities, and over the work of trade and catering establishments;

jointly with the managements, it allots living space to the workers;

calls general meetings and conferences of the workers and hears reports by heads of factories and offices on the progress made in the fulfilment of production plans and on the

commitments taken under collective agreements, on the measures taken to improve the working conditions and the material and cultural services for the workers, and takes steps to eliminate shortcomings;

organizes the fulfilment of the decisions of higher trade-union bodies; enlists trade-union members into active social work; sets up standing and *ad hoc* commissions in particular fields of trade-union activity, and approves their composition;

the factory or office trade-union committee elects a Chairman, Deputy Chairman and Treasurer from among their midst.

45. Shop committees are set up in factory shops by decision of the factory committee, and trade-union bureaus are set up in the departments and divisions of offices by decision of the office committee; they are elected for a term of one year.

The shop committees and trade-union bureaus organize all trade-union activities in their shops or departments, establish commissions for particular fields of trade-union

activity; they ensure fulfilment of the decisions of the factory or office committee and of higher trade-union bodies, hold meetings of the workers, form trade-union groups and direct the work of the group trade-union organizers.

46. Trade-union groups are formed with a view to meeting more fully the requirements of trade-union members working in the same team, unit, assembly, section, etc.

A group trade-union organizer is elected for a term of one year at a general meeting of the group. To assist the group organizer, the trade-union group elects from among its members a social insurance steward, a cultural organizer and a public inspector of labour protection.

The group trade-union organizer:

seeks to get every employee to join the trade union and collects membership dues; actively supports advanced production practices, strives to provide scope for the creative efforts of the workers, sees that

highly productive work methods are taken up by the members of his group;

jointly with the foreman and team leader develops socialist emulation aimed at fulfilling and overfulfilling the production targets, improving the quality of the output, and achieving a saving of materials by every worker;

carries out activities to instil in the workers the conscientious attitude towards labour and public property;

holds general meetings of the trade-union group and helps the factory, office and shop committees to implement safety measures and provide the workers with welfare and cultural services.

## VI TRADE-UNION FUNDS

47. Trade-union funds are made up of entrance fees, monthly membership dues, proceeds from cultural, educational and sports institutions, auxiliary establishments, buildings and structures, and other receipts.

48. The monthly membership dues are fixed as follows:

employees (students) with monthly earnings (stipend) of up to 500 rubles pay 50 kopeks per 100 rubles;

from 501 to 600 rub. . . . 4 rub. a month  
from 601 to 700 rub. . . . 5 rub. a month  
over 700 rub. . . . 1 per cent.

for non-working pensioners, women who have had to stop working to take care of

children, and for students not receiving a stipend, the membership dues are 50 kopeks a month.

49. The entrance fee for membership in the trade union is fixed at one per cent of the monthly earnings or student stipends; for students not receiving a stipend this fee is one ruble.

50. The factory or office trade-union committee spends the funds from membership dues and other sources in accordance with the estimates approved by the general meetings (conferences) of trade-union members for cultural and education activities, sports, financial assistance to the membership, purchase of books, stock, etc.

Higher trade-union bodies plan the receipts from membership dues to be collected by the trade-union organizations subordinated to them, determine the deductions to be made, the sum to be received from the cinema, the administrative, economic and organizational expenses, and also the number of full-time

trade-union functionaries and workers in establishments run by the trade unions.

51. Inter-union bodies, Central, Republican, Territorial, Regional, City and District Trade-Union Committees are maintained at the expense of deductions from the collected membership dues, the sum being endorsed by higher trade-union bodies. For Republics, Territories and Regions the deductions are fixed by the A.U.C.C.T.U. while the estimate of deductions within a Republic, Territory or Region is determined by the trade-union councils.

52. The A.U.C.C.T.U. and the Councils of trade unions and the Republican, Territorial, Regional, District, Factory and Office trade-union committees make public their financial accounts for the information of union members.

53. The right of disposal over trade-union funds and property is vested in the elected trade-union bodies, which are responsible for the timely collection of the funds, the

safe-keeping of trade-union property and the proper utilization of this property.

Re-distribution of property owned by trade-union organizations, cultural, sports and other organizations run by them, and also by trade-union voluntary sports societies is made:

within a region-by decision of the Regional Committee or Council of Trade Unions; among regions-by decision of the Republican (Territorial) Council of Trade Unions; among republics (and among territories and regions in the Russian Federation)-by decision of the A.U.C.C.T.U.

54. The auditing commissions of trade-union bodies elect a chairman and secretary from their midst. The auditing commissions check on the fulfilment of the trade-union budgets and the state social insurance budget, on whether funds are expended and trade-union property utilized in a proper and expedient manner, and on the system of registration and accounting; see that letters

and applications from the working people are considered in due time.

The auditing commissions function under the guidance of a higher trade-union body and report on their activities to congresses, conferences and general meetings simultaneously with the trade-union bodies.



**VII**  
**RIGHTS OF TRADE-UNION BODIES AS**  
**JURIDICAL PERSONS**

55. Factory, office, city, district, railway line, basin, regional, territorial, republican and Central Committees of trade unions, and also the A.U.C.C.T.U. and Republican, Territorial and Regional trade-union councils enjoy the rights of a juridical person. They have a stamp and seal of a pattern approved by the Central Committee of the trade union and by the A.U.C.C.T.U.

56. Each trade union has its Rules, which take into account the distinctive features of that union and conform to the Rules of the Trade Unions of the U.S.S.R.

The rules of each trade union shall be registered with the A.U.C.C.T.U.

УСТАВ  
ПРОФЕССИОНАЛЬНЫХ СОЮЗОВ  
СССР

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Republics*

**ERRATUM**

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