

Rule 3

Membership

1. Membership

1. Union membership shall include:
 - a) All relevant persons in the wider communications, financial services, information technology and related industries and in all businesses where the Union has recognition;
 - b) Retired Members i.e. ex-members who have formally retired who will have the right to retain membership of the branch with whom they completed the greater part of their service.
 - c) Officers of the Union and groups or persons as the NEC may, from time to time, determine.

2. Admission

1. Each applicant for membership shall complete an application form, which shall then be forwarded, normally by the Branch, to the Head Office of the Union.
2. Members applying for retired membership must submit their application form within 26 weeks of retiring.
3. Each completed application form shall contain a declaration signed by the applicant that they accept the conditions of membership.
4. The acceptance of an application for membership by the NEC shall confer upon each member all the rights and privileges of the Union. However, no member shall be entitled to retrospective benefits or services.

3. Appointment of Assurer for Membership Records

1. In accordance with section 24 of the Trade Union and Labour Relations Consolidation Act 1992 (TULRCA) the union is required to appoint an Independent Assurer to examine the membership records of CWU. The Assurer shall not be removed from office except by a resolution passed at the Annual Conference of its members, or of delegates of its members.
2. The Assurer duly appointed should assess the membership records of the CWU and shall be re-appointed as assurer for the following accounting period, unless a resolution has been passed at the Annual Conference of the Union appointing a different assurer, or the Assurer has expressed that they shall not be re-appointed, or they have given notice to the Trade Union in writing of their unwillingness to be re-appointed, or they are ineligible for re-appointment, or they have ceased to act as an assurer by reasons of incapacity.

3. The Model Branch Constitution shall be subject to amendment by motion to General Conference. Any such motion shall require a two-thirds majority to be carried.

4. Branch Organisation

1. Each Branch shall hold an Annual General Meeting (AGM) by no later than 31 March of each year.
2. Each Branch shall elect not less than eight Branch Officers and eight other Branch Committee members. The Branch Officers are;
 - Chair
 - Secretary
 - Treasurer
 - Equality Officer
 - Womens Officer
 - BAME Officer
 - Youth Officer
 - Political Officer

Branch Officers should, where possible, not hold more than one of these posts at any one time and the Womens Officer shall be a woman. The Branch Committee (Officers and Lay members) shall fulfil the roles and responsibilities detailed in the Branch constitution.

3. Between AGM's each Branch shall hold regular Branch Committee or membership meetings for the effective governance of the Branch.
4. A Branch shall not instruct or permit any Branch Officer to act in a manner contrary to the Rules and Objectives or prevent them from acting in accordance with the Rules and Objectives of the Union.
5. Each Branch shall maintain accurate and up-to-date membership records.
6. Each Branch may affiliate to and participate in the appropriate local Trade Union Councils, Labour Parties and other organisations to which the Union is affiliated nationally. However, a Branch shall not support or participate in any other organisation without prior consent of the NEC.
7. Branches may communicate directly with other Branches of the Union, but shall not directly communicate with lay members of another Branch.
8. Branches shall, when applicable, establish Retired Members' sections which shall be entitled to elect a Section Committee to deal with retired members' problems. The Branch shall appoint an Officer or Committee member of the Branch to service the retired members' section.

