



भारत सरकार
GOVERNMENT OF INDIA



मुकेश कुमार

Mukesh Kumar

जन्म तिथि/ DOB: 01/01/1982

पुरुष / MALE



4160 5799 6281

आधार-आम आदमी का अधिकार



भारतीय विशिष्ट पहचान प्राधिकरण
UNIQUE IDENTIFICATION AUTHORITY OF INDIA

पता:

Address:

आत्मज: अयोध्या प्रसाद,
मोगलबिगहा, मलिकपुर,
नालंदा,
बिहार - 803117

S/O: Ayodhya Prasad,
MOGALBIGHA, Malikpur, Nalanda,
Bihar - 803117

4160 5799 6281

Aadhaar-Aam Admi ka Adhikar

RICHA & CO.

193, PHASE - I, UDYOG VIHAR, GURGAON HARYANA, INDIA

IDENTITY CARD Ph. 0124-4804400

Employee Code : PD18941

Employee Name : MUKESH KUMAR

Fath/Hus Name : MR AYODHYA PRASAD

Designation : OPERATOR

Department : SEWING

Date of Joining : 25-05-2017

Date of Birth : 01-01-1982

Address : C/O RINKU GALI NO.7
DUNDAHERA

HARYANA

Signature of Employee

Signature of Issuing Authority

FORM 'A'

APPLICATION FOR REGISTRATION OF TRADE UNION

Date the 12th day of March, 2019

1. We hereby apply for the registration of a Trade Union under the name of "Richa Garment Workers Union, Gurugram".
2. The Address of the office of the union is Plot No. 198, Phase I, Udyog Vihar, Gurugram, Haryana.
3. The Union came into existence on the 5th day of November 2017.
4. The Union is a Union of employees/workers engaged in the factory of M/s. Gaurav International, M/s Richa & Company and includes all the units of Richa & Company and Gaurav International and Richa Global Exports in Haryana.
5. The particulars required by section 5(1) (c) of the Trade Union Act, 1926, are given in schedule I.
6. The particulars given in Schedule II show the provision made in the rules for the matters detailed in section 6, the Trade Union Act, 1926.
7. We have been duly authorized to make this application by the second Resolution of third General Body meeting of the Richa Garment Workers Union, Gurugram.

Serial No.	Signature of the office bearers	Occupation	Address
1	Mukesh Tanti	Worker	M/s. Gaurav International, Plot No. 198, Phase-I, Udyog Vihar, Gurugram Haryana-122016
2	शिव प्रसाद	Worker	M/s. Gaurav International, Plot No. 225, Phase-I, Udyog Vihar, Gurugram Haryana-122016
3	अनिमल	Worker	M/s. Gaurav International, Plot No. 198, Phase-I, Udyog Vihar, Gurugram Haryana-122016
4	Arash	Worker	M/s. Richa Global Export, Plot No. 219, Phase-I, Udyog Vihar, Gurugram Haryana-122016
5	शिव प्रसाद	Worker	M/s. Richa & Company, Plot No. 239, Phase-I, Udyog Vihar, Gurugram Haryana-122016
6	अनिमल	Worker	M/s. Richa & Company, Plot No. 193, Phase-I, Udyog Vihar, Gurugram Haryana-122016
7	शिव प्रसाद	Worker	M/s. Richa & Company, Plot No. 193, Phase-I, Udyog Vihar, Gurugram Haryana-122016

To
The Registrar
Trade Union, Haryana
Chandigarh

President
Richa Garment Workers Union, Gurugram

FORM 'A'

APPLICATION FOR REGISTRATION OF TRADE UNION

Date the 18th day of March, 2019

1. We hereby apply for the registration of a Trade Union under the name of "Richa Garment Workers Union, Gurugram".
2. The Address of the office of the union is Plot No. 198, Phase I, Udyog Vihar, Gurugram, Haryana.
3. The Union came into existence on the 5th day of November 2017.
4. The Union is a Union of employees/workers engaged in the factory of M/s. Gaurav International, M/s Richa & Company and includes all the units of Richa & Company and Gaurav International and Richa Global Exports in Haryana.
5. The particulars required by section 5(1) (c) of the Trade Union Act, 1926, are given in schedule I.
6. The particulars given in Schedule II show the provision made in the rules for the matters detailed in section 6, the Trade Union Act, 1926.
7. We have been duly authorized to make this application by the second Resolution of third General Body meeting of the Richa Garment Workers Union, Gurugram.







Serial No.	Signature of the office bearers	Occupation	Address
1	Mukesh Tanti	Worker	M/s. Gaurav International, Plot No. 198, Phase-I, Udyog Vihar, Gurugram Haryana-122016
2	विपिन कुमार	Worker	M/s. Gaurav International, Plot No. 225, Phase-I, Udyog Vihar, Gurugram Haryana-122016
3	अनिमल (2)	Worker	M/s. Gaurav International, Plot No. 198, Phase-I, Udyog Vihar, Gurugram Haryana-122016
4	Arav	Worker	M/s. Richa Global Export, Plot No. 219, Phase-I, Udyog Vihar, Gurugram Haryana-122016
5	दीप जमादार	Worker	M/s. Richa & Company, Plot No. 239, Phase-I, Udyog Vihar, Gurugram Haryana-122016
6	अश्विनी शर्मा	Worker	M/s. Richa & Company, Plot No. 193, Phase-I, Udyog Vihar, Gurugram Haryana-122016
7	शुभरा कुमारे	Worker	M/s. Richa & Company, Plot No. 193, Phase-I, Udyog Vihar, Gurugram Haryana-122016



To
The Registrar
Trade Union, Haryana
Chandigarh

Anamath
President
Richa Garment Workers Union, Gurugram







Detail and Attested Photographs of Office Bearers-Cum-Executive Committee of "Richa Garment Workers Union, Gurugram".

Name	Father's Name	Designation	Age	Signature	Photo
Amarnath	Ram sharan	President	36	Amarnath	 Amarnath
Mukesh Tanti	Arjun Tanti	General Secretary	34	Mukesh Tanti	 Mukesh Tanti
Shiv Kumar	Sita Mahto	Vice President	49	72/9/30	 Shiv Kumar
Anil Tanti	Krishna Tanti	Organizing Secretary	40	अनिल तंती	 अनिल तंती
Akash Kumar	Shiv Prasad Lal	Secretary	26	Akash	 Akash
Dev Jamadar	Shiv nandan Jamadar	Secretary	44	देव जामदार	 देव जामदार

Sudhansu Prasad Singh	Krishna Prasad Singh	Treasurer	43	23/01/21 4/11/4 12/15	
Mukesh Kumar	Atadnya Prasad	media Secretary		21/02/21 21/02	

Amarna H
 President
 Richa Garment Workers Union, Gurugr

E - CHALLAN		Candidate Copy	
Government of Haryana			
Valid Upto:	22-03-2019 (Cash) 16-03-2019 (Chq./DD)		
GRN No.:	0045142251	Date:	15 Mar 2019 14:55:36
Office Name:	1425-Addl labour Commissioner(NCR) Gurgaon		
Treasury:	Gurgaon		
Period:	(2018-19) One Time		
Head of Account		Amount	₹
0230-51-102-51-51 Fees for registration		5	
PD AcNo	0		
Deduction Amount:	₹	0	
Total/Net Amount:	₹	5	
₹ Five Rupees			
Tenderer's Detail			
GPF/PRAN/TIN/Actt. no./VehicleNo/TaxId:-			
PAN No:			
Tenderer's Name: Richa Garment Workers Union			
Address: Phase 1 Udyog Vihar Gurugram -			
Particulars: Labour Union registration fees under labour act			
Cheque-DD- Detail:		 Depositor's Signature	
FOR USE IN RECEIVING BANK			
Bank CIN/Ref No:	000150907290615032019		
Payment Date:	15/03/2019		
Bank:	SBI Aggregator		
Status:	Success		

E - CHALLAN		AG/ Dept Copy	
Government of Haryana			
Valid Upto:	22-03-2019 (Cash) 16-03-2019 (Chq./DD)		
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₹ Five only			
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Cheque-DD- Detail:		 Depositor's Signature	
FOR USE IN RECEIVING BANK			
Bank CIN/Ref No:	000150907290615032019		
Payment Date:	15/03/2019		
Bank:	SBI Aggregator		
Status:	Success		

Note :-> Depositor should approach treasury for judicial stamps etc. after verifying successful/ Account Prepared status of this challan at 'Verify Challan' on e-Gras website. This status become available after 24 hrs of deposit of cheque / DD.

SCHEDULE I
LIST OF OFFICERS

Serial No.	Title	Name	Age	Address	Occupation
1	President	Amarnath	36	House No. 735, Dadawala Mohallah, Behind Nagar Nigam School, Kapashera New Delhi-110037	Social Activist
2	General Secretary	Mukesh Tanti	34	M/s. Gaurav International, Plot No. 198, Phase-I, Udyog Vihar, Gurugram Haryana-122016	Worker
3	Vice President	Shiv Kumar	49	M/s. Gaurav International, Plot No. 225, Phase-I, Udyog Vihar, Gurugram Haryana-122016	Worker
4	Organizing Secretary	Anil Tanti	40	M/s. Gaurav International, Plot No. 198, Phase-I, Udyog Vihar, Gurugram Haryana-122016	Worker
5	Secretary	Akash Kumar	26	M/s. Richa Global Export, Plot No. 219, Phase-I, Udyog Vihar, Gurugram Haryana-122016	Worker
6	Secretary	Dev Jamadar	44	M/s. Richa & Company, Plot No. 239, Phase-I, Udyog Vihar, Gurugram Haryana-122016	Worker
7	Treasurer	Sudhanshu	43	M/s. Richa & Company, Plot No. 193, Phase-I, Udyog Vihar, Gurugram Haryana-122016	Worker
8	Media Secretary	Mukesh kumar	36	M/s. Richa & Company, Plot No. 193, Phase-I, Udyog Vihar, Gurugram Haryana-122016	Worker

Amarnath
President
Richa Garment Workers Union, Gurugram

SCHEDULE II

Reference to rules

The number of the rules making provisions for the several matters detailed in column I are given in column 3 below

Serial No.	Particulars	No. of Rules
1	Name of Union	1
2	Head office of the union	2
3	Aims and Objectives of the union	3
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5	Honorary Membership	5
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Ammath
President

Richa Garment Workers Union, Gurugram

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**THE CONSTITUTION AND RULES OF THE RICHA GARMENT WORKERS'
UNION, GURUGRAM, HARYANA.**

1. The name of the union shall be the Richa Garment Workers' Union (hereinafter "the Union") and it shall be governed by the following rules:
2. The head office of the Union shall be at House No. 735, Behind Nagar Nigam School, Dada Wala Mohalla, Kapashera, New Delhi- 110037 and the registered office of the Union shall be at C/o M/s Gaurav International, Plot No. 198, Phase 1, Udyog Vihar, Gurugram- 122016, Haryana.

3. Objectives of the Union:

The whole of the subjects for which the union has been established shall be:

- 3.1 To fight for the interests of the workers of M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group in Haryana.
- 3.2 To fight for the uniform need- based wage policy of the workers of M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group in Haryana.
- 3.3 To unite and organize the workmen employed in M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group for better wage and working conditions and proper Labour Law implementation.
- 3.4 To take all possible steps to create and secure fair conditions of life and service for workers of M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group in Haryana.
- 3.5 To take all possible steps and initiative to resolve and redress the problems and grievances of the workmen of M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group in Haryana.
- 3.6 To take all possible initiatives and steps to secure workers' interests during the disputes between employers and employees in M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group in Haryana.
- 3.7 To take all possible steps to provide all sorts of help to workmen of M/s Richa and Co. and M/s Gaurav International and all the units of M/s Richa Group, in times of their distress.
- 3.8 To provide legal assistance to all needy workmen of M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group across Haryana.

General Secretary
Richa Garment Workers Union, Gurugram

Aman Singh
President
Richa Garment Workers Union, Gurugram

- 3.9** To take all possible steps to cooperate with like-minded organizations in Gurugram and Haryana and also internationally for the sake of workers' interests.
- 3.10** To take all possible steps to create progressive working class culture and temperament among the workers of M/s Richa and Co. and M/s Gaurav International and all the units of M/s Richa Group across Haryana-with the help of cultural organizations and personalities etc.
- 3.11** To take all possible steps to ameliorate the socio-economic and political conditions of the workers of Gurugram and Haryana.

4. Membership

- 4.1** Any workmen employed in any capacity in any unit of M/s Richa and Co. and M/s Gaurav International and all the units of M/s Richa Group in Haryana who has attained the age of 18 years shall be entitled to become ordinary members of the Union and will have to pay Rs. 10 as admission fees and Rs. 120 as annual membership fees. All the members will be entitled to enjoy and exercise their membership rights as per the provisions of Trade Union Act, 1926. Any worker working in any establishment/ factory of the Garment industry across Haryana is qualified to become a member of this Union.
- 4.2** The membership fees can be paid half yearly or yearly basis as per the convenience of the member.
- 4.3** If any member fails to his/her the membership subscription fee up to 6 months after the due date of payment, his/ her name shall automatically be dropped from the membership list.

5. Honorary Membership:

- 5.1** Those persons who are not eligible for admission as ordinary members under Article 4(1) above mentioned may be admitted as Honorary Members of the Union for the purpose of being elected or co-opted to the office bearers of the Union, subject to the provisions of Section 22 of the Trade Union Act, 1926.
- 5.2** Number of such Honorary Members will remain restricted to as provided in the Trade Unions Act, 1926.

- 6.** The Union will operate and function among all the units of M/s Richa and Co. and M/s Gaurav International and all the units of M/s Richa Group across Haryana:

7. Composition of the Union:

- 7.1 General Body
- 7.2 Executive Committee- cum- Office Bearers
- 7.3 Factory Unit Committee

8. General Body: The General Body meeting of the Union shall be held generally in the month of March every year to transact and consider the following business:

- 8.1 The Annual Report and Accounts.
- 8.2 To elect the Honorary members.
- 8.3 To elect the Office Bearers, Executive Committee members and persons in- charge of various cells and departments.
- 8.4 To transact any other business with the permission of the chair.
- 8.5 Special general body meeting may be called as per the requirement of the Union.
- 8.6 At least 15 days' notice shall be given to the members for the General Body meeting.
- 8.7 The presence of at least one third members of the General Body shall be necessary to form a quorum for the General Body Meeting.

9. Executive Committee:

- 9.1 The Executive Committee will manage all the affairs of the Union between the times of two General Body Meetings.
- 9.2 The members of the Executive Committee shall be appointed from the ordinary members of the Trade Union with the consent of majority members present in the General Body Meeting.
- 9.3 The tenure of the Executive Committee members shall be for three years from the date of appointment.
- 9.4 All executive committee members shall be office bearers and their term in office may be extended as per requirement and majority decision of the Union.
- 9.5 The executive committee members must play a vital role to run the Union by organizing and running the Factory Committees or shop level committees in the respective factories as per the direction and decision of the union.
- 9.6 The Executive committee shall meet at least once in a month and the presence of at least one third members of the Executive Committee shall be necessary to form a quorum.
- 9.7 At least seven days' notice shall be given in advance for an Executive Committee meeting to its members.
- 9.8 The President may call a special meeting of the Executive Committee whenever he/she thinks necessary by giving short notice to its members as per requirement of the Union.
- 9.9 The continuous absence from three Executive Committee meetings may be taken seriously and even his/her name may be dropped

from the Executive committee by the majority decision of the Executive Committee after examining the causes/ reasons of such absence.

- 9.10** The Executive Committee shall have the power to recruit its cell in-charges even from professionals with independent charge and in-charges of cells may be invited to attend the Executive Committee meetings to express their opinions and reports etc.
- 9.11** The Executive Committee of the Union shall have the power to constitute Special Committees and cells for the purpose like cultural cell, legal cell, crisis management cell, education and training cell etc.

10. Factory Unit Committee:

- 10.1** There will be one Factory Unit Committee in a company of any size. The size of the Factory Unit Committee will be decided according to the size of the factory's workforce. Among them there will be one President, one Vice President, One Secretary, one Media/Propoganda Secretary and one Treasurer.
- 10.2** All the Factory Committee members must be elected from the General body of the respective company and the Factory Committee members will be responsible to organize or constitute shop level committee or department level committee to unionize all the workers of the committee.
- 10.3** The Factory Committee must be developed as the effective centre of leadership of all the workmen of the company. They must enjoy popular support of the workmen of the company. Any pro-management element should not be allowed in the Factory Committee. The Factory Committee members must honour the collective the collective wisdom of the workers of the company in all respects.
- 10.4** The Factory Committee members must learn how to prepare General Charter of Demands and how to negotiate and bargain with the management in the interest of the workmen.
- 10.5** The Factory Committee will maintain all kinds of records relating to the company and its all workmen and their service conditions etc.
- 10.6** All Factory Committee members must be re- elected after one year compulsorily.

11. Election:-

(a). The Executive Committee of the Union shall consist of the following members:

i. President-

One

ii.	Vice President-	One
iii.	General Secretary-	One
iv.	Organizing Secretary-	One
v.	Treasurer-	One
vi.	Media Secretary-	One
vii.	Secretaries-	Two

- (b). The election of the Office Bearers of the Union will be held after every two years in the month of January of the election year. The election of all these Office Bearers shall be conducted in the General Body meeting specially called for this purpose, and it shall be necessary that 2/3rd members of the total strength of the General Body are present and the members and the Office Bearers shall be elected by majority votes.
- (c). All the members will be entitled to cast their single non-transferable votes, provided they have paid their admission and membership fees regularly, and the same condition will also be applicable to the elected Office Bearers of the Union.
- (d). The Executive Committee of the Union shall be responsible for running the day to day affairs of the Union.

12. Office Bearers:

- 12.1** The Office Bearers of the Union shall be appointed from the Executive Committee as decided by the General Body Meeting of the Union.
- 12.2** The appointment of the Office Bearers shall be three years from the date of appointment.
- 12.3** The President will be the Constitutional and Organizational head of the Union. He/She will have the right and power to exercise Constitutional and Organizational measures in case of any unwanted crisis of movement and the Union.
- 12.4** The President shall preside over all the meetings of the Union including Executive Committee and General Body etc. and preserve the order of the meetings and the organization as per the situation.
- 12.5** The President shall have the power to call emergency Executive Committee meetings and special General Body meetings whenever he/ she thinks it is necessary.
- 12.6** The Secretary shall take minutes of all meetings of the Union and will take care of all correspondence and also convene all meetings as per the directions of the President. The General Secretary must have enough energetic and intellectual qualities to read the given situation and to lead the organization to achieve its goal. He/ She must maintain records of the Union and shall be responsible for ensuring submission of returns to the Registrar of Trade Unions.

12.7 Organizing secretary: The Organizing Secretary shall be responsible for the general organizing affairs of the union.

12.8 Publicity secretary: The Publicity Secretary shall be responsible for the publicity of the union. He/She shall undertake all such activities to promote the union among workmen.

12.9 Secretary: Generally help General Secretary in his/her work and will also carry on specific responsibilities given by the executive committee. Up to three Secretaries can be appointed as per the constitution.

12.10 Treasurer: The Treasurer shall be responsible for maintenance of all money matters of the union. He/She will maintain all records of accounts and expenditures. He/She shall prepare a balance sheet annually for annual general body meetings, returns etc.

13. Removal of Office Bearers:- If any Office Bearer(s) is to be removed from office then for that purpose a no confidence motion shall be required to be passed against him and such no confidence motion can be passed only if at least 2/3rd members of the general body are in favour of passing the no confidence motion.

14. Cultural & Legal cells:

14.1 The Executive Committee may appoint or depute or recruit efficient person as in charge to organize and operate the above mentioned cells as per the demands and requirement of the organization.

14.2 The legal cell in charge will look after all legal affairs of the union. He/She will legal cases and also defend the legal matters in various courts as well as in different forums in favour of workmen in general and the union in particular. He/She may organize legal training camp/seminar to educate and enrich the level of legal consciousness of the workers and members of the union. He/She may constitute a legal team for workers' legal rights advocacy in the area by the help of the union.

15. Custody of Funds

15.1 The general funds of the Union shall consists of membership subscriptions and donation received from members and from etc. The collected funds must be deposited in a chartered bank under the name of the Union's account. The account shall be operated either by the president or the General Secretary where President is not available, along with the Treasurer.

16. Purpose/ utilization of General Funds of the Union: The purpose of Funds of the union shall be spent for the following purposes as :

- 16.1 The payment of expenses for the day to day activities of the union.
- 16.2 The payment of the legal expenses for protecting legal rights of the workers.
- 16.3 The payment of printing materials, stationers and also for the "magazine" of the union as per the decision of the union.

17. Assets- nil

18. Annual Audit:

- 18.1 The Union shall make due provisions for the annual audit of the Union accounts by any auditor appointed by the Union.

19. Maintenance of Membership Register and Minutes Book etc.

- 19.1 The Union shall maintain a list of membership containing their names, Father's Name and particulars of their place of work and residence etc.
- 19.2 The Union shall maintain a separate minute's book for proceeding of meetings and its major decision of the Union.
- 19.3 The Union shall maintain a separate accounts book of income and expenditure of the Union.
- 19.4 All the above mentioned documents shall be available for inspection of any Union member on seven days' notice in advance to the name of the president or secretary.

20. Discipline of the union:

- 20.1 All the Office bearers and the members of the Union must respect all the workers in general and members of the Union in particular in all circumstances irrespective of their differences and personal views.
- 20.2 All the Offices-bearers and members of the Union must respect collective wisdom and decision of the union in all circumstances irrespective of their personal differences regarding any matter whatsoever.
- 20.3 The method of the criticism and self-criticism may be adopted to rectify personal and organizational differences in the respective communities and also among general members of the union. And the method of backbiting and groupism is to be strictly prohibited in all circumstances in the interests of the organization.
- 20.4 Any divisive ideology or any religious prejudices or any caste prejudices will not be permitted in the organization at any cost.
- 20.5 The welfare of working class and creating unity among them must be the motto of all the leaders, cadres and members of the union.

- 20.6** Economic corruption, any type of degeneration, hobnobbing with management and also disrespectful attitudes toward the women will not be permitted in the organization at any cost.
- 20.7** Organization secrecy and organizational unity must be preserved by all the members of the Union in all circumstances.
- 20.8** Any member of the union found to be working against the interest of the union maybe expelled by the executive committee by a two third (2/3rd) majority of its members present in the meetings.
- 21. Amendment in the Rules:-** Amendment(s) if any, to the Rules of the Union, shall be made if a resolution to this effect is passed in the General Body meeting of the Union with its 2/3rd majority of the total members. Such Amendment(s) will be effective only when approval is granted by the Registrar, Trade Unions, Haryana. Intimation in this regard shall be given as per Section 28(3) of the Trade Unions Act, 1926, to the Registrar, Trade Unions, Haryana.
- 22. Resignation:-** If any Office Bearer(s) or any ordinary member of the Union resigns from the membership or office, the same shall be accepted only by the Executive committee with majority decision. However till the acceptance of the resignation, he shall continue to be the member/ Office Bearer.
- 23. Grants and Aids:-** the Union can take assistance in terms of monetary or any other kind from any other Union, Central Board of Workers Education or any internal organization or ILO for education and welfare purposes of their members.
- 24. Procedure for settling an election dispute or any other dispute of the Union:**
- 24.1** In case of an election dispute or any other dispute in any form within any committee of the Union, the decision of the majority of the General Body will be final.
- 25. Amendment of Rules:**
- 25.1** The Constitution and Rules of the Union may be amended, altered, replaced or added for the interest of the workers and their movement at any time by a majority decision of the General Body of the Union.
- 26. Procedure for dissolution of the union:**
- 24.1** The Union shall not be dissolved at any cost except by the decision of the General Body meeting called for the purpose specifically.

**THE CONSTITUTION AND RULES OF THE RICHA GARMENT WORKERS'
UNION, GURUGRAM, HARYANA.**

1. The name of the union shall be the Richa Garment Workers' Union (hereinafter "the Union") and it shall be governed by the following rules:
2. The head office of the Union shall be at House No. 735, Behind Nagar Nigam School, Dada Wala Mohalla, Kapashera, New Delhi- 110037 and the registered office of the Union shall be at C/o M/s Gaurav International, Plot No. 198, Phase 1, Udyog Vihar, Gurugram- 122016, Haryana.

3. Objectives of the Union:

The whole of the subjects for which the union has been established shall be:

- 3.1 To fight for the interests of the workers of M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group in Haryana.
- 3.2 To fight for the uniform need- based wage policy of the workers of M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group in Haryana.
- 3.3 To unite and organize the workmen employed in M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group for better wage and working conditions and proper Labour Law implementation.
- 3.4 To take all possible steps to create and secure fair conditions of life and service for workers of M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group in Haryana.
- 3.5 To take all possible steps and initiative to resolve and redress the problems and grievances of the workmen of M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group in Haryana.
- 3.6 To take all possible initiatives and steps to secure workers' interests during the disputes between employers and employees in M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group in Haryana.
- 3.7 To take all possible steps to provide all sorts of help to workmen of M/s Richa and Co. and M/s Gaurav International and all the units of M/s Richa Group, in times of their distress.
- 3.8 To provide legal assistance to all needy workmen of M/s Richa and Co and M/s Gaurav International and all the units of M/s Richa Group across Haryana.

- 3.9 To take all possible steps to cooperate with like-minded organizations in Gurugram and Haryana and also internationally for the sake of workers' interests.
- 3.10 To take all possible steps to create progressive working class culture and temperament among the workers of M/s Richa and Co. and M/s Gaurav International and all the units of M/s Richa Group across Haryana-with the help of cultural organizations and personalities etc.
- 3.11 To take all possible steps to ameliorate the socio-economic and political conditions of the workers of Gurugram and Haryana.

4. Membership

- 4.1 Any workmen employed in any capacity in any unit of M/s Richa and Co. and M/s Gaurav International and all the units of M/s Richa Group in Haryana who has attained the age of 18 years shall be entitled to become ordinary members of the Union and will have to pay Rs. 10 as admission fees and Rs. 120 as annual membership fees. All the members will be entitled to enjoy and exercise their membership rights as per the provisions of Trade Union Act, 1926. Any worker working in any establishment/ factory of the Garment industry across Haryana is qualified to become a member of this Union.
- 4.2 The membership fees can be paid half yearly or yearly basis as per the convenience of the member.
- 4.3 If any member fails to his/her the membership subscription fee up to 6 months after the due date of payment, his/ her name shall automatically be dropped from the membership list.

5. Honorary Membership:

- 5.1 Those persons who are not eligible for admission as ordinary members under Article 4(1) above mentioned may be admitted as Honorary Members of the Union for the purpose of being elected or co-opted to the office bearers of the Union, subject to the provisions of Section 22 of the Trade Union Act, 1926.
 - 5.2 Number of such Honorary Members will remain restricted to as provided in the Trade Unions Act, 1926.
6. The Union will operate and function among all the units of M/s Richa and Co. and M/s Gaurav International and all the units of M/s Richa Group across Haryana:

7. Composition of the Union:

- 7.1 General Body
- 7.2 Executive Committee- cum- Office Bearers
- 7.3 Factory Unit Committee

8. General Body: The General Body meeting of the Union shall be held generally in the month of March every year to transact and consider the following business:

- 8.1 The Annual Report and Accounts.
- 8.2 To elect the Honorary members.
- 8.3 To elect the Office Bearers, Executive Committee members and persons in- charge of various cells and departments.
- 8.4 To transact any other business with the permission of the chair.
- 8.5 Special general body meeting may be called as per the requirement of the Union.
- 8.6 At least 15 days' notice shall be given to the members for the General Body meeting.
- 8.7 The presence of at least one third members of the General Body shall be necessary to form a quorum for the General Body Meeting.

9. Executive Committee:

- 9.1 The Executive Committee will manage all the affairs of the Union between the times of two General Body Meetings.
- 9.2 The members of the Executive Committee shall be appointed from the ordinary members of the Trade Union with the consent of majority members present in the General Body Meeting.
- 9.3 The tenure of the Executive Committee members shall be for three years from the date of appointment.
- 9.4 All executive committee members shall be office bearers and their term in office may be extended as per requirement and majority decision of the Union.
- 9.5 The executive committee members must play a vital role to run the Union by organizing and running the Factory Committees or shop level committees in the respective factories as per the direction and decision of the union.
- 9.6 The Executive committee shall meet at least once in a month and the presence of at least one third members of the Executive Committee shall be necessary to form a quorum.
- 9.7 At least seven days' notice shall be given in advance for an Executive Committee meeting to its members.
- 9.8 The President may call a special meeting of the Executive Committee whenever he/she thinks necessary by giving short notice to its members as per requirement of the Union.
- 9.9 The continuous absence from three Executive Committee meetings may be taken seriously and even his/her name may be dropped

from the Executive committee by the majority decision of the Executive Committee after examining the causes/ reasons of such absence.

9.10 The Executive Committee shall have the power to recruit its cell in-charges even from professionals with independent charge and in-charges of cells may be invited to attend the Executive Committee meetings to express their opinions and reports etc.

9.11 The Executive Committee of the Union shall have the power to constitute Special Committees and cells for the purpose like cultural cell, legal cell, crisis management cell, education and training cell etc.

10. Factory Unit Committee:

10.1 There will be one Factory Unit Committee in a company of any size. The size of the Factory Unit Committee will be decided according to the size of the factory's workforce. Among them there will be one President, one Vice President, One Secretary, one Media/Propoganda Secretary and one Treasurer.

10.2 All the Factory Committee members must be elected from the General body of the respective company and the Factory Committee members will be responsible to organize or constitute shop level committee or department level committee to unionize all the workers of the committee.

10.3 The Factory Committee must be developed as the effective centre of leadership of all the workmen of the company. They must enjoy popular support of the workmen of the company. Any pro-management element should not be allowed in the Factory Committee. The Factory Committee members must honour the collective the collective wisdom of the workers of the company in all respects.

10.4 The Factory Committee members must learn how to prepare General Charter of Demands and how to negotiate and bargain with the management in the interest of the workmen.

10.5 The Factory Committee will maintain all kinds of records relating to the company and its all workmen and their service conditions etc.

10.6 All Factory Committee members must be re- elected after one year compulsorily.

11. Election:-

(a). The Executive Committee of the Union shall consist of the following members:

i. President-

One

ii.	Vice President-	One
iii.	General Secretary-	One
iv.	Organizing Secretary-	One
v.	Treasurer-	One
vi.	Media Secretary-	One
vii.	Secretaries-	Two

- (b). The election of the Office Bearers of the Union will be held after every two years in the month of January of the election year. The election of all these Office Bearers shall be conducted in the General Body meeting specially called for this purpose, and it shall be necessary that 2/3rd members of the total strength of the General Body are present and the members and the Office Bearers shall be elected by majority votes.
- (c). All the members will be entitled to cast their single non-transferable votes, provided they have paid their admission and membership fees regularly, and the same condition will also be applicable to the elected Office Bearers of the Union.
- (d). The Executive Committee of the Union shall be responsible for running the day to day affairs of the Union.

12. Office Bearers:

- 12.1** The Office Bearers of the Union shall be appointed from the Executive Committee as decided by the General Body Meeting of the Union.
- 12.2** The appointment of the Office Bearers shall be three years from the date of appointment.
- 12.3** The President will be the Constitutional and Organizational head of the Union. He/She will have the right and power to exercise Constitutional and Organizational measures in case of any unwanted crisis of movement and the Union.
- 12.4** The President shall preside over all the meetings of the Union including Executive Committee and General Body etc. and preserve the order of the meetings and the organization as per the situation.
- 12.5** The President shall have the power to call emergency Executive Committee meetings and special General Body meetings whenever he/ she thinks it is necessary.
- 12.6** The Secretary shall take minutes of all meetings of the Union and will take care of all correspondence and also convene all meetings as per the directions of the President. The General Secretary must have enough energetic and intellectual qualities to read the given situation and to lead the organization to achieve its goal. He/ She must maintain records of the Union and shall be responsible for ensuring submission of returns to the Registrar of Trade Unions.