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## Appendix

The Republic of the Union of Myanmar  
Ministry of Labour

### **The Labour Organization Rules**

Notification No. 1/2012  
The 8th Waxing Day of Tabaung 1373 M.E.  
(29 February 2012)

The Ministry of Labour, in exercising the powers conferred under section 57 of the Labour Organization Law, hereby issues the following rules with the approval of the Union Government.

#### **Chapter I Title and Definition**

1. These Rules shall be called **the Labour Organization Rules**.
2. The expressions contained in these Rules shall have the same meanings as assigned to them in the Labour Organization Law. In addition, the following expressions shall have the meanings given hereunder:
  - (a) “Law” means the Labour Organization Law.
  - (b) “Form” means the form contained in these Rules.

#### **Chapter II Formation of Labour Organizations**

3. The worker who carries out work in a trade or activity and have working age stipulated in existing law:
  - (a) the worker desirous to participate in a worker organization formed according to their category of trade or activity voluntarily;
  - (b) the worker shall participate in only one worker organization;
  - (c) the worker has the right to resign from it.
4. In forming the various levels of worker organization to enable to carry for the interest of the workers and employers:
  - (a) Basic Labour Organization may be formed by a minimum number of 30 workers working in the relevant trade or activity according to the category of trade or activity. If it is a trade or activity having less than 30 workers, it may form so jointly with any other trade of the same nature. In so forming, it shall be recommended by not less than 10 per cent of all workers of the relevant trade of the same nature;
  - (b) Township Labour Organization may be formed if it is recommended by not less than 10 per cent of all Basic Labour Organizations in the relevant township according to the category of trade or activity. However:
    - (i) if it is desirous to form the Township-level worker organization for a trade or an activity which has only a Basic Worker Organization, it may be formed so jointly with other Basic Labour Organizations of the same nature in the relevant township;
    - (ii) if there are only two Basic Labour Organizations in a township, the township-level worker organization may be formed with such two Basic Labour Organizations jointly.
  - (c) Region or State Labour Organizations may be formed if it is recommended by not less than 10 per cent of all Township Labour Organizations in the relevant Region or State according to the category of trade or activity;

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- (d) Labour Federations if it is recommended by not less than 10 per cent of all Region or State Labour Organizations according to the category of trade or activity;
- (e) Myanmar Labour Organization may be formed if it is recommended by not less than 20 per cent of all Labour Federations formed according to the category of trade or activity;
- (f) In forming various levels of labour organization:
- (i) township-level labour organization shall not be formed without basic labour organization;
  - (ii) Region or State labour organization shall not be formed without township labour organization;
  - (iii) labour federation shall not be formed without Region or State labour organization;  
**Exception:** in sectors such as the maritime industry where the nature of the sector would not allow labour organizations based on workplace or geographical area, workers may directly form sectoral labour federations.
  - (iv) the Myanmar Labour Confederation shall not be formed without labour federation;
- (g) While legal personality is dependent upon the above minimum membership requirements, labour organizations may begin to form and operate with a view to promoting worker organizations at various levels prior to registration without penalty.
5. Executive Committee member shall be:
- (a) a Myanmar citizen or foreigner who has legally resided in the country for at least 5 years and who has attained 21 years of age;
  - (b) a worker in the relevant trade or activity with at least six months service.  
**Exception:** a worker who had two years past experience in the relevant trade or activity or the external person who had been at least two years experience as an executive committee member of any Labour Organization which is authorized by the Chief Registrar.
6. The Executive Committees of the labour organizations shall be elected and formed in accord with the following stipulations:
- (a) the Basic Labour Organization shall be formed if there are 30 member workers of the labour organization, with five Executive Committee members and more than 30 member workers with seven Executive Committee members;
  - (b) the Township Labour Organization, Region or State Labour Organization and Labour Federation shall be formed with Executive Committee members of “odd” number from a minimum of 7 to a maximum of 15;
  - (c) the Myanmar Labour Confederation shall be formed with Executive Committee members of “odd” number from a minimum of 15 to a maximum of 35;
  - (d) the external executive committee member who entitled in the exceptional para 5(b), shall not exceed 20 per cent of total executive members in the executive committee according to form of above para a, b and c.
  - (e) in the Executive Committee of the Basic Labour Organization, Township Labour Organization, Chairman, Secretary and Treasurer; in the Region / State Labour Organization, Chairman, Vice-Chairman, Secretary and Treasurer; in the Labour Federation and the Myanmar Labour Confederation, Chairman, Vice-Chairman, Secretary, Joint Secretary and Treasurer shall be elected and assigned duty.
7. The term of the Executive Committee is (2) years.

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**Chapter III**  
**Drawing the constitution or rules of the Labour Organization**

8. The labour organization shall draw their own constitution or rules by the agreement of majority of members.
9. The constitution or rules according to paragraph 8 shall be drawn the following facts:
  - (a) name of the labour organization;
  - (b) object of the formation of labour organization;
  - (c) matters relating to scrutinizing the membership of labour organization, granting membership, issuing recognition certificate, resigning from the membership of labour organization;
  - (d) matters relating to strength of labour organization;
  - (e) matters relating to election and assigning duty to the Executive Committee members, removal and resignation from duty;
  - (f) matters relating to holding of meeting;
  - (g) matters of monthly contribution not exceeding 2 per cent of the wages or salary obtained by the workers who is the member of the organization;
  - (h) matters relating to the establishment of fund, maintaining and expending of such fund;
  - (i) matters relating to monthly and annual auditing of the fund;
  - (j) matters relating to knowledge, skill development and welfare of workers;
  - (k) matters relating to the enjoyment of the benefits of the members of the organization;
  - (l) matters relating to disputes between employer and worker, strike and negotiation to obtain and enjoy the rights of the workers contained in the labour law;
  - (m) matters relating to joining , re-secession and merger with other labour organizations;
  - (n) matters relating to deregistration of labour organization.

**Chapter IV**  
**Registration**

10. The labour organizations, except the Myanmar Labour Confederation and Labour Federation, desirous to form any labour organization shall apply to the Township Registrar for registration as the labour organization together with the followings:
  - (a) The application for registration of a labour organization shall be signed by relevant chairman of executive committee and submitted as mentioned in **Application of registration of Labour Organization Form(1)**.
  - (b) If the labour organization which submits the application is the Basic Labour Organization, the trade or activity of such organization, the number of workers in the trade or activity of such organization, name of workers who support the formation of such organization which shall be attached as mentioned in **Particulars relating to Forming of Basic Labour Organization Form (2)**.
  - (c) If the labour organization which submits the application is the Township, Region or State Labour organization, the name of organization, the number of the relevant labour organizations which support such labour organization and per cent , and the recommendation of the supporting labour organization shall be attached as mentioned in **Particulars relating to Forming of Township/ Region or State Labour Organization Form (3)**.
  - (d) The constitution or rules of the labour organization shall be attached as **the form signed by the executive committee members agreed to the constitution Form (4)**.
11. The Myanmar Labour Confederation and Labour Federation shall apply to the Chief Registrar for registration as the labour organization together with the followings:

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- (a) The application for registration of a labour organization shall be signed by relevant chairman of executive committee and submitted as mentioned in **Application of registration of Labour Organization Form(1)**.
  - (b) If the Labour Federation which submits the application , the name of Federation, the number of the relevant Region and State labour organizations which support such labour federation , the name and recommendation of the supporting Region and State labour organization shall be attached as mentioned in **Particulars relating to Forming of Labour Federation Form (5-a)** and if the Myanmar Labour Confederation which submits the application , the name of Confederation, the number of the labour federation which support such labour confederation, the name and recommendation of the supporting labour federation shall be attached as mentioned in **Particulars relating to Forming of Myanmar Labour Confederation Form (5-b)**.
  - (c) The constitution or rules of the labour organization shall be attached as **the form signed by the executive committee members agreed to the constitution Form (4)**.
12. The township registrar or chief registrar, after having received the application of registration of the labour organization, shall examine whether or not the completeness, truthfulness, sufficiency of document is existed on the application and if completed, shall issue the **Receipt of receiving the application of registration of labour organization Form (6)**.
  13. The Township Registrar shall examine examinations including carrying out field inspection whether or not the completeness, truthfulness, sufficiency of document is existed on the application submitted by each Basic, Township, Region or State Labour Organization, if there have not complete, give the adequate time to adding the application and submit it together with its submission to the Chief Registrar within 30 days from the day of receipt of the original application.
  14. The Chief Registrar shall:
    - (a) examine whether or not the completeness, truthfulness, sufficiency of document is existed on the application submitted by the township registrar, decide to allow or the precise reasons for the refusal to register within 30 days of receipt of the application;
    - (b) examine whether or not the completeness, truthfulness, sufficiency of document is existed on the application of Labour Federation and Myanmar Labour Confederation, decide to allow or the precise reasons for the refusal to register within 60 days of receipt of the application
  15. The Chief Registrar shall:
    - (a) if allow to register in respect of the application of Basic, Township and Region or State Labour Organization, signed on the **Certificate of Recognizing as the Labour Organization Form (7)** and send to the township registrar. The township registrar shall issue the certificate of recognizing as the labour organization to the relevant labour organization within seven days from the day of receipt.
    - (b) if allow to register in respect of the application of Labour Federation and Myanmar Labour Confederation, signed on the **Certificate of Recognizing as the Labour Organization Form (7)** and issue to the relevant labour organization within seven days from the day of signature.
  16. The Chief Registrar shall:
    - (a) if refuse to register in respect of the application of Basic, Township and Region or State Labour Organization, the such refusal order send to the township registrar. The township registrar shall inform with the **Notice for Refusing to Register Form (8)** to the relevant labour organization within seven days from the day of receipt of such refusal order;
    - (b) if refuse to register in respect of the application of Labour Federation and Myanmar Labour Confederation, inform with the **Notice for Refusing to Register Form (9)** to the relevant labour organization within seven days from the day of signature.
  17. A Labour Organization which has been refused to register, make the necessary changes and reapply according to the relevant registration procedure in these rules or may appeal to the Supreme Court

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of the Union within 90 days from the day of decision for refusing to register. When the second time has been refused, may appeal to the Supreme Court of the Union within 90 days from the day of such decision for refusing to register.

18. All registered workers' organizations will be published in the Official Gazette.

19.

(a) In the event of voluntary dissolution, the executive committee member of the registered Basic, Township and Region or State Labour Organization shall submit the **Submission of the Registered Labour Organization to Deregister Form (10)** to the Chief Registrar through the Township Registrar and the executive committee member of the registered Labour Federation and Myanmar Labour Confederation shall submit with the said Form (10) to the Chief Registrar.

(b) The Chief Registrar having received the submission of the para (a), shall deregister to the relevant labour organization.

20. The Chief Registrar shall:

(a) Deregister the labour organization upon assessment report of the township registrar or own concrete awareness or non compliance with the minimum legal requirements of numbers of workers or numbers of labour organizations.

(b) In the event of deregistration of the Basic, Township and Region or State Labour Organization, the township registrar shall inform the **Notice for Deregistration Form (11)** to the relevant labour organization which has been deregistered according to para(a) within seven days from the day of receipt of deregistration order.

(c) In the event of deregistration of the Labour Federation and Myanmar Labour Confederation, inform the **Notice for Deregistration Form (11)** to the relevant labour organization which has been deregistered according to para(a) within seven days from the day of signature on deregistration order.

21. A Labour Organization which has been deregistered as per para (20-a), when meet the compliance with the minimum legal requirements of numbers of workers or numbers of labour organizations, shall reapply according to the relevant registration procedure in these rules or may appeal to the Supreme Court of the Union within 90 days from the day of decision for deregistration order.

## **Chapter V Rights and Duties of Labour Organization**

22. The labour organization shall have the right to prepare its rules or constitution, or to elect the Executive Committee members and representatives freely in accord with these rules.

23. The labour organization shall determine its representatives for carrying out negotiations with the employer with a view to determining terms and conditions of employment in settling the collective bargains of workers in accord with the labour laws. The officials of the organization may also provide trainings for the development of the knowledge and skill of workers and in carrying out for the welfare of the workers.

24. The labour organization may establish a fund with monthly contribution which is not more than two per cent of the wages, salary obtained from the member worker. They may also receive income from the activities of culture and sports taken responsibility and carried out by such organization, money donated by the relevant employer, or financial assistance from the Union Government. However, such assistance does not have the effect of bringing the organization under the domination of the employer or the government.

25. The Myanmar Labour Confederation and Labour Federations shall inform the Chief Registrar if there are assistances and aids by overseas labour federations and the International Labour Organization, but in no way shall such obligation to inform give rise to an obligation to obtain previous authorization.

26. In establishing and using the fund:

- (a) the fund of the labour organizations shall be used only for the matters such as social welfare, education, health, culture, sports, skill training mentioned in its constitution or rules and the matters approved by the majority of members at the general meeting of such labour organization called for and convened for such matters;
  - (b) the relevant Executive Committee shall open an account at any bank in Myanmar and deposit the fund of its organization;
  - (c) the provisions contained in the Control of Money Laundering Law shall be abided by.
27. Basic, township , region and state labour organizations shall provide their annual financial statement and total membership strength to the Township Registrar and Labour Federation and Myanmar Labour Confederation shall provide their annual financial statement and total membership strength to the Chief Registrar as appropriate and may have their accounts audited by the Chief Registrar if not less than 10% of the labour organization constituted complaint so requesting.
28. The matters of merger and re-secession of a labour organization with another shall notify to the relevant Township Registrar.
29. The Basic, Township, Region, State Labour Organization desirous to make change of Executive Committee members, transfer and opening of the location of office or change in constitution or rules shall inform to the Township Registrar or Labour Federation and the Myanmar Labour Confederation shall do so to the Chief Registrar within 5 days of relevant change.

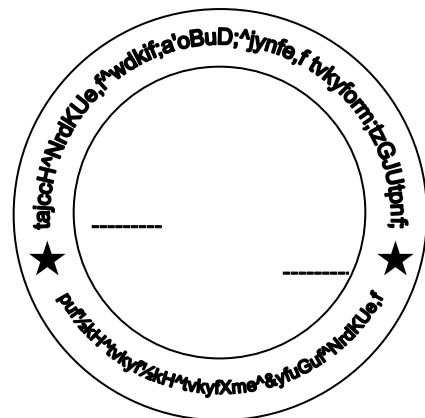
**Chapter VI  
Duty of the Employer**

30. The employer may form the employer organizations in parallel in accord with law.
- 31.
- (a) in forming so, in addition to the expression of employer contained in the law, it involves the agricultural business carried out at paddy field, farmland, land where the perennial tree is grown, ripe palm, garden land, land where the vegetables or flowers is grown, orchard land, alluvial land of over ten acres, the person who hires above two workers for the whole calendar year in livestock breeding business, agricultural and livestock breeding joint business of above specification;
  - (b) in forming and registration of the employer organizations, the provisions contained in these rules shall apply accordingly.

**Chapter VII  
The Provisions relating to the Flag, Signboard, Office Seal,  
Office Work and Holding of Meeting**

32. The flag and the signboard of Township labour organization, Region or State Labour Organization, Labour Federation and Myanmar Labour Confederation shall not exceed six feet in length and three feet in breadth.
33. The example of a Seal of the Labour Organization shall be as follows:

- (a) A seal shall be circular shape of 2 inches in diameter and 0.04 inches in thickness.
- (b) Inside such circle, there is a circle of which diameter is 1.25 inches.
- (c) At both sides of the circle have a star each with five angles.
- (d) Above and below the diameter line shall be the serial number and date line.



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- (e) In the upper half of the circle above the diameter line, there shall be the words:  
Basic/Township/Region/State Labour Organization/... Labour Federation/the Myanmar  
Labour Confederation.
- (f) In the lower half of the circle below the diameter line, there shall be the name ...  
factory/mill/work centre/ ... Ward/Township/Region/State.
34. The labour organizations and Executive Committee members may hold meetings outside of working hours. However, meetings may be held during working hours with the agreement of the employer.
35. The labour organizations and Executive Committee members shall obtain the permission of the employer if it is desired to hold meetings in the factory, mill or work centre.
36. The management should make available to workers' representatives, under the conditions and to the extent which may be determined by agreement, such material facilities and information as may be necessary for the exercise of their functions.
37. The basic and township-level labour organizations may prepare and submit the office letters in handwriting.
38. A member of the Executive Committee may carry out duty for the relevant labour organization in full time with the agreement of the employer. The employer shall have no responsibility to pay wages, salary for such period carried out duty in full time, but the employers' contribution may be a subject of negotiation.

### **Chapter VIII Miscellaneous**

39. The labour organization shall, in auditing its list of strength, list of property owned by the organization and accounts, it shall be audited by the person or body comprising persons which has the right to audit and obtained the recognized certificate.
40. In the office of Chief Registrar and office of the township registrar, the **Record of each labour organization Form (12)**, shall be kept.
41. The employer desirous of locking out shall inform the **Prior Notice to Lock –out Form (13)** to relevant workers, relevant township labour organization and relevant conciliation body at least 14 days in advance before the lock-out. However, lock out the work only after receiving the permission of the relevant conciliation body.
42. The labour organization desirous to go on strike with the permission of the relevant Labour Federation shall inform the **Notice in advance to going on strike Form (14)** to relevant employer and relevant conciliation body, at least 14 days in advance before the day of strike for the public utility service and at least 3 days in advance before the day of strike for the service which is not included in the public utility service.
43. The Ministry of Labour:
- (a) shall submit names to the President of the Union to enable to appoint the Chief Registrar;
  - (b) the Chief Registrar shall arrange and carry out to enable to appoint the township registrars.

(Sd.) Aung Kyi  
Union Minister  
Ministry of Labour  
The Republic of the Union of Myanmar

**Application for registration of Labour Organization  
(Rules 10(a) and 11(a))**

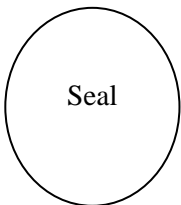
To  
Township Registrar/Chief Registrar  
.....Township.

Subject: **Application for registration of Labour Organization**

1. The formation of ..... labour organization/federation/the Myanmar Labour Confederation has been commenced and carried out since ... (day) ... (Month) ... (Year).
2. This ..... organization represents workers/labour organizations/ labour federations in the ..... trade or activity.
3. The particulars relating to labour affairs of the labour organization is attached with **Form (...)**.
4. The constitution or rules is attached with the form signed by the executive committee members agreed to the constitution or rules Form (4) and submitted.
5. The following Executive Committee members agreed and signed to apply for registration of labour organization.

Sr. No.	Name	National Scrutinization No.	Name of Father	Occupation	Duty in Executive Committee	Signature

6. Kindly apply to register of ..... Labour Organization/ ..... Labour Federation/Myanmar Labour Confederation.



(.....)  
Chairperson

Name of labour organization .....

Address of the organization .....

.....

Phone ..... Fax .....

Email .....

..... (Day) ..... (Month) ..... (Year)





**The Particulars relating to the Formation of Township/Region/State  
Labour Organization  
(Rule 10(c))**

1. Township/Region/State ..... Labour Organization
2. Number of the relevant Basic/Township Labour Organizations supporting .....  
to form the Labour Organization
3. The per centage of the relevant Basic/Township Labour Organizations supporting  
..... to form the Labour Organization
4. List of the labour organizations in favour to form the Township/Region/State Labour Organization

Sr.	Name of the labour organization in favour	Chairman		Secretary		Remark
		Name	Signature	Name	Signature	
1.						
2.						
3.						
4.						
5.						



**The Particulars relating to the Formation of Labour Federation  
(Rule 11(b))**

1. Labour Federation of .....  
The trade or activities
2. Number of the relevant Region/State Labour Organizations supporting  
..... to form the Labour Federation
3. List of the Region/State labour organizations in favour to form the Labour Federation

Sr.	Name of the Region/State labour organization in favour	Chairman		Secretary		Remark
		Name	Signature	Name	Signature	
1.						
2.						
3.						
4.						
5.						

**The Particulars relating to the Formation of Myanmar Labour Confederation  
(Rule 11(b))**

1. Myanmar Labour Confederation .....
2. Number of the relevant Labour federations supporting ..... to form the Myanmar Labour Organization
3. List of the labour federations in favour to form the Myanmar Labour Confederation

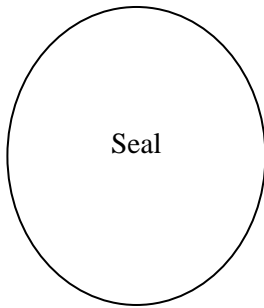
Sr.	Name of the labour federation in favour	Chairman		Secretary		Remark
		Name	Signature	Name	Signature	
1.						
2.						
3.						
4.						
5.						

**Receipt for Receiving the Application of the Labour Organization  
(Rule 12)**

Receipt No:.....

Date: .....

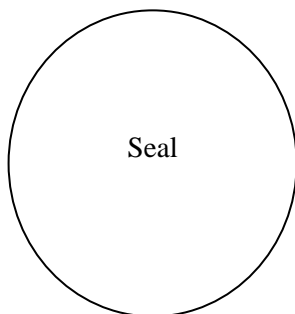
It is hereby accepted the application of the ..... labour organization/Labour Federation/Myanmar Labour Confederation on ..... (day) ..... (month), ..... (year) being to be registered.



(.....)  
Township Registrar/ Chief Registrar

**Certificate Recognizing as the Labour Organization  
(Rule 15(a) and (b))**

The certificate recognizing as a labour organization is hereby issued to the .....  
Labour Organization/Labour Federation/Myanmar Labour Confederation under the registration number  
..... on ..... th (Day) ..... (Month) ..... (Year).

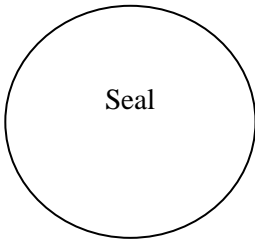


(.....)  
Chief Registrar

**Notice for Refusing to Register  
(Rule 16(a))**

It is informed to ..... which applied on ..... (date) to register as the Basic/Township/Region or State Labour Organization that it is refused registration as a labour organization

**Remark:** Here is attached with the refusal order of the Chief Registrar.



(.....)  
Township Registrar

Letter No: .....

Date: .....

Circulation to:

Chairman  
Basic/Township/Region/State Labour Organization/  
Labour Federation/ the Myanmar Labour Confederation

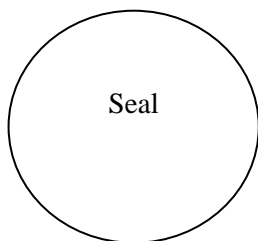
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**Notice for Refusing to Register  
(Rule 16(a))**

It is informed to ..... which applied on ..... (date) to register as the Labour Federation/Myanmar Labour Confederation that it is refused registration as a labour organization.

**Remark:** Here is attached with the refusal order.



(.....)  
Chief Registrar

Letter No: .....

Date: .....

Circulation to:

Chairman  
Labour Federation/the Myanmar Labour Confederation

Copy:  
Office copy

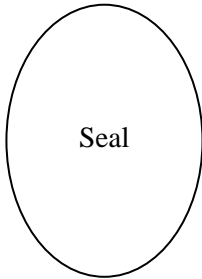
**Submission of the Registered Labour Organization to Deregister  
(Rule 19(a))**

To

Township Registrar/Chief Registrar

It is submitted to voluntary deregister the .....  
Basic/Township/Region/State Labour Organization/Labour Federation/ the Myanmar Labour  
Confederation registered under the registration number (...../.....) on ..... (day), ..... (month),  
..... (year).

**Attachment:** Decision of the competent body under the labour organization's rules.



(.....)  
Chairman

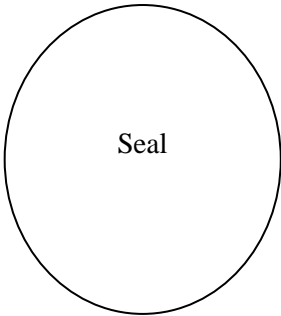
Letter No: . .....

Date: .....

**Notice for Deregistration  
(Rule 20(b) and (c))**

It is informed that the Basic/Township/Region or State Labour Organization/Labour Federation/Myanmar Labour Organization which is registered on ..... (date) under the registration number (...../.....) is deregistered.

**Remark:** Here is attached with deregistration order.



(.....)  
Township/Chief Registrar

Letter No: .....

Date: .....

Circulation to:

Chairman  
Basic/Township/Region/State Labour Organization/  
Labour Federation/the Myanmar Labour Confederation

Copy:

Office copy

**Record of Each Labour Organization**  
**(To be kept at the Office of the Registrar and Chief Registrar)**  
**(Rule 40)**

1. Registration No: .....
2. Date of registration .....
3. The founding members who apply for registration:  
 Name .....
- Occupation .....
4. Name of the labour organization .....
5. Address of the labour organization .....
6. Date on which the labour organization ..... was established
7. Members of the executive committee

Sr. No.	Name	Duty in the Executive Committee	Citizen Scrutiny Card No.	Educational Qualification	Date of Birth	Occupation	Address

8. Bank where the accounts of the fund is opened .....
9. Affiliation with the township labour organization
  - (a) Date .....
  - (b) Name of the organization .....
  - (c) Address of the organization .....
10. Affiliation with the Region/State labour organization
  - (a) Date .....
  - (b) Name of the organization .....
  - (c) Address of the organization .....
11. Affiliation with the Labour Federation
  - (a) Date .....
  - (b) Name of the organization .....
  - (c) Address of the organization .....
12. Affiliation with the Myanmar Labour Confederation
  - (a) Date .....
  - (b) Name of the organization .....
  - (c) Address of the organization .....
13. Change of the address of the labour organization
  - (a) Date of change .....
  - (b) Address changed .....

14. Change of the name of the labour organization

- (a) Date of change .....
- (b) Name changed .....

15. Change of the executive committee members

Sr. No.	Date of change	Name of the executive committee member changed	Name of the previous executive committee member	Duty	Remark

16. Merger with other labour organization

- (a) Date informed to register .....
- (b) With which organization is merged .....
- (c) Date of merger .....
- (d) Name of the organization after merger .....
- (e) Address of the organization after merger .....
- (f) Registration No. of the organization ..... after merger

17. Secession as another labour organization

- (a) Date of information .....
- (b) In what name it is seceded .....
- (c) Date of secession .....

18. Affiliation with international labour organizations

- (a) Date .....
- (b) Name of the organization .....
- (c) Address of the organization .....

19. Record of the violation of law

Sr. No.	Date	Particulars	Remark

20. Deregistration of the labour organization

- (a) Date of deregistration .....
- (b) Cause of deregistration .....
- (c) Date of the issue of the order of deregistration .....

21. Dissolution of the labour organization

- (a) Date of dissolution .....
- (b) Cause of dissolution .....
- (c) Date informing the dissolution .....

(.....)  
Registrar/Chief Registrar

**Prior Notice to Lock-out  
(Rule 41)**

To

..... Township Conciliation Body  
..... Township, ..... Labour Organization

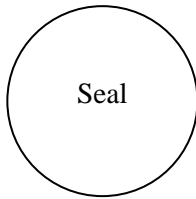
1. It is informed 14 days in advance as it is desirous to lock-out the ..... trade or activity  
in ..... Township on ..... (date)..... as follows:

(a) The lock-out will commence on .....

(b) Cause for lock-out

.....  
.....  
.....

2. Dispute settlement procedure followed prior to notice.



(.....)  
Employer

Letter No: .....

Date: .....

Copy to:

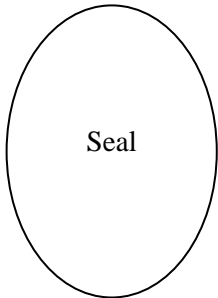
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Notice in advance to Allow for Going on Strike  
(Rule 42)

- 1. The ....., in the public utility service/in the trade which is not involved with the public utility service, at the desire of the majority of member workers, inform in advance to go on strike as the following:
  - (a) Name of the labour organization .....
  - (b) Registration No. of the Organization/Date .....
  - (c) Address of the Organization .....
  - (d) Time and date for commencement of strike .....
  - (e) Place out of strike .....
  - (f) Number of persons .....  
to be participated in strike
  - (g) Manner of strike .....  
.....

2. Dispute settlement procedure followed prior to notice.

**Note:** If it is a public utility service, the agreement negotiated with the relevant employer on the number of workers and category of post who shall remain at work during the strike shall be attached and submitted.



(.....)  
Chairman

Letter No: .....

Date: .....

Circulation:

Employer .....

Conciliation Body, ..... Township

Copy to:

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