



**RULES**

2023



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## ARTICLE 1 — NAME AND PRINCIPLES

- 1 The International Union of Food, Agricultural, Hotel, Restaurant, Catering, Tobacco and Allied Workers' Associations, hereafter referred to as IUF, is an international federation of national trade union organizations in the food processing, beverage manufacturing, tobacco processing, agricultural and plantation sectors and hotel, restaurant and catering industries, trades and services, hereafter referred to as food and allied industries, which have associated to defend common interests on the basis of the following principles:
  - a all social life is governed by economic and social relations which are subject to rational understanding and change by people organized for this purpose;
  - b the existing economic and social relations reflect the power of minority interests who have organized social life for their own benefit and to the detriment of the vast majority of the world's population;
  - c the prevalence of such minority interests is the main cause of the major social evils, such as poverty, hunger, insecurity, oppression and war, which threaten the welfare and the very future of mankind;
  - d it is incumbent on the labour movement, as the basic progressive force in society, to utilize all appropriate means to successfully assert the general interest of the people at large, and to promote institutions through which the people may democratically determine their own economic and social destinies, and secure freedom, well-being, security and peace;
  - e the production, processing and distribution of food and associated commodities are a basic social service to the community. It is the responsibility of the labour movement and, in the first place, of the workers in the food and allied industries, to ensure that the world's resources in food be utilized so as to serve the general interest rather than private or public minority interests.



## ARTICLE 2 — OBJECTIVES

- 2 Guided by these principles, the IUF shall undertake to defend in every way the general and specific interests of the workers of all countries employed in the food and allied industries.
- 3 In pursuit of this aim, the IUF shall set itself the following tasks:
  - a to undertake every effort to strengthen its affiliated unions in the field of organization or education, and to support the struggles of its affiliated organizations to improve the living and working conditions of their members;
  - b to assist affiliates to increase their membership and union density in food and allied industries and services;
  - c to establish new unions in regions or industries where trade union organizations did not previously exist;
  - d to protect its affiliated organizations, on their request, from attacks by governments, employers or other organizations;
  - e to assist its affiliated organizations, on their request, in co-ordinating their policies on all matters affecting the living and working conditions of workers in the food and allied industries;
  - f to disseminate information and to conduct research in support of the activities or interests of its affiliated organizations;
  - g to promote national legislation and international agreements in the interests of its affiliated organizations or of the working population as a whole;
  - h to engage in common projects with other organizations wherever such projects promote the interests of its affiliated organizations or of the working population as a whole;
  - i to undertake whatever other measures may be necessary to defend the interests of its affiliated organizations or of the working population as a whole.
  - j it shall actively defend the full range of human rights and democratic freedoms.



- 4 Recognizing that the interests of the workers in the food and allied industries cannot be defended in isolation from the other sections of the working class and, indeed, from the entire working population, the IUF shall cooperate with other international organizations representing workers and consumers, provided such organizations share the basic assumptions on which IUF policies are based, in the defense of common interests.
- 5 In common with other organizations acting on the same principles, the IUF shall oppose, to the full extent of its abilities and resources, all forms of exploitation and oppression. It shall actively promote measures extending the control of the working population over all aspects of economic, social and political life, and shall seek to extend the basic freedoms of association, expression and industrial action. It shall support all peoples in their efforts to secure self-determination and the free expression of their culture. It shall undertake every effort to eradicate discrimination based on ethnic or national origin, caste, creed, gender or sexual orientation, and promote equal rights, equal opportunities and equal treatment within the IUF sectors, affiliated organizations, the wider labour movement and society as a whole. It shall likewise support all efforts aimed at securing a lasting peace based on freedom and well-being for all.
- 6 Within its specific sphere of activity, the IUF shall actively promote the organization of the world's resources in food for the common good of the population as a whole, and it shall seek adequate participation of labour and consumer interests at all stages of national or international policy-making relating to the production, processing and distribution of food and associated commodities.
- 7 The IUF shall be independent in every respect of governments, state institutions and employers' organizations.
- 8 The IUF recognizes the full autonomy of the affiliated organizations subject to the obligation arising from membership specified under Article 19.



## ARTICLE 3 — METHODS

- 9 The IUF shall seek to attain its objectives:
- a by building a strong international trade union organization in the food and allied industries and services, capable of effectively representing and promoting the workers' interests, in particular in the face of national and world-wide concentration of capital, the growth of transnational companies and developments within national and global economies;
  - b by promoting, developing and wherever possible resourcing organizing initiatives and projects whose primary purpose is to support the growth of affiliates' memberships, including through organizing migrant workers and increase union density in food and allied industries and services;
  - c by collecting and disseminating information by means of periodical publication of news, surveys and reports for the purpose of supporting the activities of its affiliated organizations, strengthening their solidarity and mutual understanding and expressing a trade union view on international social, economic and political questions which affect the workers in the food and allied industries;
  - d by convening international meetings in order to define priorities and programs, and to put coordinated action into effect;
  - e by giving moral and, where practicable, financial support to affiliated organizations in cases of strikes, and other conflicts or difficulties;
  - f by assisting affiliates to organize and represent migrant workers in IUF sectors, including through the use of the Reciprocity Agreement (Appendix 1) which stipulates the mutual relations among affiliated organizations and their international rights and duties in relation to safeguarding the interests of members of affiliated organizations staying in a foreign country.
  - g by promoting trade union ideas and democratic trade union principles in countries where there are no free trade unions in the food and allied industries, or where existing organizations are weak;



- h by representing the interest of the food and allied workers on international bodies;
- i by cooperating with all independent international trade union organizations which are based on free trade union principles;
- j by establishing and maintaining a secretariat.

#### **ARTICLE 4 — MEMBERSHIP**

- 10 Independent and democratic trade union organizations representing workers in:
- food processing and beverages manufacturing
  - tobacco processing
  - hotel, restaurant, catering, tourism
  - agriculture, plantations and rural areas including forests
  - allied and related industries and services
- shall be eligible for membership in the IUF.
- 11 An organization desirous of becoming a member of the IUF shall apply in writing to the Executive Committee declaring itself to be prepared to comply with the Rules and Regulations of the IUF and to fulfil all duties ensuing from them.
- 12 The Strategic Leadership Committee shall receive applications for affiliation, for referral to the Executive Committee, in consultation with the Regional Committees, where appropriate, and shall present her/his decision to the Executive Committee for ratification or otherwise. From the date of admission by the Strategic Leadership Committee the organization concerned shall enjoy all rights and accept all the responsibilities of an affiliated organization, subject to the payment of the first affiliation fee.
- 13 Membership in the IUF may cease by voluntary resignation if notice has been given to the Secretariat or to the Executive Committee by the organization concerned at least six months before the end of the calendar year and if all obligations towards the IUF have been met.



- 14 The Executive Committee shall have the right to suspend, and the Congress shall have the right to expel, an affiliated organization, after charges have been recommended by another affiliated organization to the Strategic Leadership Committee or by the Strategic Leadership Committee itself having preferred charges for action deemed to be in contravention of the Rules or contrary to the interests of the IUF. Provision shall be made for a hearing of charges before a decision is rendered. The procedure for such hearings shall be laid down by the Executive Committee.

The Executive Committee shall also have the right to keep in abeyance the rights and privileges of an organization as an affiliate of the IUF as long as the Executive Committee deems it necessary.

## ARTICLE 5 — GOVERNING AUTHORITIES

- 15 The following bodies only shall be competent to carry out the tasks of the IUF outlined in the present Rules and Regulations:
- 16
1. The Congress
  2. The Executive Committee
  3. The Strategic Leadership Committee
  4. The Secretariat
  5. The Regional Committees

## ARTICLE 6 — THE CONGRESS

- 17 The Statutory Congress shall be convened at intervals of five years and shall be the supreme authority of the IUF.
- 18 The meeting place and date of the Congress shall be decided by the Executive Committee with due consideration to suggestions submitted by affiliated organizations.
- 19 The Congress shall be convened and organized by the Strategic Leadership Committee or by the General Secretariat.





- 20 Notification of the date and place of the Congress shall be issued to every affiliated organization not less than four months before the Congress.
- 21 All resolutions to be included in the agenda of the Congress shall be sent to the Strategic Leadership Committee or to the Secretariat three months before the date of the Congress at the latest. They shall in due time be communicated to the affiliated organizations together with all other documents for the Congress. Resolutions received after that date shall require the authorization of Congress to be submitted to Congress.
- 22 Notification of nominations for the position of General Secretary shall be issued to every affiliated organization not less than six months before the Congress. Nominations can only be received from affiliates in good standing.
- 23 Affiliated organizations shall be entitled to representation rights at Congress as follows:
- 24 Up to 5,000 members, one delegate  
Between 5,001 and 10,000 members, two delegates of which at least one should be a woman  
Between 10,001 and 20,000 members, three delegates of which at least one should be a woman  
Between 20,001 and 40,000 members, four delegates of which at least two should be women  
Between 40,001 and 60,000 members, five delegates of which at least two should be women  
Between 60,001 and 80,000 members, six delegates of which at least three should be women  
Between 80,001 and 100,000 members, seven delegates of which at least three should be women  
Between 100,001 and 120,000 members, eight delegates of which at least four should be women  
Between 120,001 and 140,000 members, nine delegates of which at least four should be women  
140,001 and greater, ten delegates of which at least four should be women.  
The total number of delegates from one organization shall, however, not exceed 10.



- 25 Representation rights shall be based on the number of members for which affiliation fees have been paid to the IUF for the year prior to Congress. Unless exceptional circumstances prevail, organizations shall be allocated representation rights by the Congress credential Committee according to their compliance with the proportion of women delegates specified in paragraph 24.
- 26 In the case of votes by show of delegate card, each delegate shall be entitled to one vote; in the case of ballot or roll call votes, each organization shall be entitled to one vote per affiliated member in good standing.
- 27 Organizations which for important reasons are unable to send representatives to Congress shall have the right to entrust their votes to other organizations being represented at Congress by submitting the authorization for such representation in writing to the Credentials Committee.
- 28 Any delegate to Congress shall be a member of an affiliated organization.
- 29 Members of the Executive Committee shall only attend Congress in an advisory capacity, unless they are at the same time delegates to Congress from affiliated organizations.
- 30 Expenses of delegations (fares and per diem) shall be paid by the affiliated organizations concerned.
- 31 The agenda of the Congress shall include:
  - a election of the Congress officers;
  - b election of the Credentials Committee;
  - c adoption of Standing Orders governing the procedure of the Congress;
  - d reception of reports on activity of the Secretariat, the Executive Committee, the Strategic Leadership Committee and specialized IUF bodies;
  - e reception of the financial and auditor's reports;
  - f determination of the annual affiliation fee;
  - g decision upon resolutions submitted by affiliated organizations and bodies of the IUF;



- h amendment of the Rules, if required;
  - i exclusion of organizations;
  - j determination of the headquarters of the IUF;
  - k election of the Executive Committee;
  - l election of the President and the Vice Presidents;
  - m election of the General Secretary;
  - n endorsement of the appointment of Auditors;
  - o adoption of all regulations forming an integral part of the Rules of the IUF.
- 32 Elections shall be by ballot or roll call. On other questions, Congress may decide by a show of delegate cards. Voting shall, however, be by ballot or roll call if delegates representing a country so request, or if the Chair so decides.

## **ARTICLE 7 — THE EXTRAORDINARY CONGRESS**

- 33 At the request of the majority of the organizations affiliated to the IUF an extraordinary Congress shall be convened. The Executive Committee of the IUF shall also be authorized to convene an extraordinary Congress if special problems have to be dealt with.
- 34 The affiliated organizations shall be notified at the earliest possible opportunity of the reasons for convening an extraordinary Congress as well as the venue and time. If the extraordinary Congress is convened at the request of affiliated organizations, it shall take place within three months from the General Secretary's receipt of the request.
- 35 Extraordinary Congresses shall be convened and organized by the Strategic Leadership Committee or by the Secretariat of the IUF.
- 36 All other provisions shall be the same as those applying to statutory Congresses.



**ARTICLE 8 — THE EXECUTIVE COMMITTEE**

37 a The IUF shall be governed by an Executive Committee, elected by Congress. The president of the IUF shall be elected by Congress from among the titular members of the Executive Committee. The Executive Committee shall consist of representatives for each region and of the General Secretary. Two substitutes shall be elected for each titular member and shall be entitled to participate in Executive Committee meetings as additional delegates, without voting rights, at the expense of the delegating unions. In addition the Presidents of any IUF Trade Group representing 10% or more of the membership of the IUF and the Presidents of the Women’s Committee, the LGBTI Workers and Allies’ Committee and the Young Workers’ Committee shall have ex-officio positions on the Executive Committee. The Vice-Presidents of these Trade Groups and of the Women’s Committee shall act as alternate members.

b Should a member of the Executive Committee retire from her/his position as member of the Executive Committee, the Executive Committee shall designate her/his successor on the proposal of the same region as the retiring member, endeavoring to ensure that s/he is from the same country as the retiring member. The successor shall be designated in such a way that the representation of the region shall conform with paragraph 38 of the Rules regarding the number of women delegates. The same rule shall apply to alternate members of the Executive Committee.

38 Congress shall determine which groups of countries, on the basis of geographical, historical and cultural criteria, constitute regions for the purpose of representation on the Executive Committee. Each region shall be entitled to the following number of delegates on the Executive Committee:

up to 60,000 members	1 delegate
60,001 – 160,000 members	2 delegates, of which at least 1 woman
160,001 – 280,000 members	4 delegates, of which at least 2 women
280,001 – 400,000 members	5 delegates, of which at least 2 women
400,001 – 550,000 members	6 delegates, of which at least 3 women
550,001 – 700,000 members	8 delegates, of which at least 4 women
700,001 – 850,000 members	9 delegates, of which at least 4 women
850,001 and more members	10 delegates, of which at least 4 women

The same representation regulations are valid for alternate members.



- 39 Changes in the number of delegates to which a region is entitled by virtue of its affiliated membership may take place between Congresses, with the approval of the Executive Committee.
- 40 For the purpose of representation on the Executive Committee, IUF regions shall be:

North America	Eastern Europe and Central Asia
Latin America	Eastern Mediterranean
Caribbean	Africa
Nordic Countries	South Asia
United Kingdom and Ireland	North-East Asia
Continental Western Europe	South-East Asia
Central, North-East and South-East Europe	Pacific

- 41 The Executive Committee shall meet once a year. Delegates' costs should normally be borne by the delegate's organization. In special circumstances the Secretariat may offer support to Executive Committee members from developing regions to allow them to participate in Executive Committee meetings.
- 42 Within the framework of the Rules and Regulations of the IUF, the Executive Committee shall do its utmost to promote the activities of the IUF between Congresses. It shall be responsible for the implementation of the resolutions adopted by Congress as well as for the proper functioning of the Secretariat. The Executive Committee shall consider the proposals submitted by affiliated organizations and shall decide on all such urgent problems as cannot be left in abeyance until the statutory Congress. In case of emergency and if a decision is taken by three quarters of its members, the Executive Committee may provisionally implement an alteration to the Rules. The final decision rests with the first-coming Congress of the IUF. The Executive Committee shall elect the Resolutions Committee of the Congress. The Resolutions Committee shall meet at least one day prior to the opening of Congress.
- 43 The Executive Committee shall appoint the auditors of the IUF.
- 44 The Executive Committee shall be entitled to delegate special tasks to the Strategic Leadership Committee or to the Secretariat.



## ARTICLE 9 — THE STRATEGIC LEADERSHIP COMMITTEE

- 45 a The Strategic Leadership Committee shall consist of the President, the General Secretary and eight Vice-Presidents. The President and Vice-Presidents shall be elected by Congress from among the titular members of the Executive Committee. Congress shall also elect a substitute for each of the Vice-Presidents from among the titular members of the Executive Committee. In addition the Presidents of any IUF Trade Group representing 10% or more of the membership of the IUF and the Presidents of the Women's Committee, LGBTI Workers and Allies' Committee and the Young Workers' Committee shall have ex-officio positions on the Strategic Leadership Committee. The Vice-Presidents of these Trade Groups and one of the Vice-Presidents of the Women's Committee shall act as alternate members.
- b A 1st Principal Vice-President and a 2nd Principal Vice President shall be elected by Congress from among the titular members of the Strategic Leadership Committee and at least one shall be of a different gender than the President.
- c Should a Vice-President retire from her/his position, the Executive Committee shall designate her/his successor from the same region, preferably seeking to ensure that s/he is from the same country and of the same gender as the retiring Vice-President. The rule covering women's representation in the Executive Committee (Paragraph 38) shall also apply to the eight Vice-Presidents. The same rules shall apply for alternate Vice-Presidents.
- d At least four of the eight Vice-Presidents elected at congress shall be of a different gender.
- 46 The Strategic Leadership Committee provides guidance, direction and supervision to the Secretariat, in particular in strategic, administrative and financial matters, and shall assist the General Secretary in the management of the Secretariat. It shall have authority to develop policies and to deal with emergencies arising between the sessions of the Executive Committee.
- 47 The Strategic Leadership Committee shall be immediately responsible to the Executive Committee, that is, carry out all tasks entrusted to it by the Executive Committee, except in such cases where these lie specifically within the responsibility of the Secretariat.



- 48 The Strategic Leadership Committee shall submit to each statutory meeting of the Executive Committee a report on its activity and of the financial position of the IUF.
- 49 A brief report on the proceedings of each of its meetings shall be sent to the members of the Executive Committee.
- 50 The Strategic Leadership Committee shall meet as often as circumstances demand. Its meetings shall be convened by the General Secretary, in agreement with the President or on request of the Vice-Presidents. Strategic Leadership Committee members' costs should normally be borne by the delegate's organization. In special circumstances the Secretariat may offer support to Strategic Leadership Committee members from developing regions to allow them to participate in Strategic Leadership Committee meetings.
- 51 In the case of an absence, the members of the Strategic Leadership Committee shall give reasonable notice to the Secretariat so a substitute can be convened to the meeting. Members of the Strategic Leadership Committee who do not attend two consecutive meetings without a satisfactory explanation may be removed from office by the Executive Committee.
- 52 The Strategic Leadership Committee shall be authorized to decide on proposals made by the General Secretary on matters of staff.

## **ARTICLE 10 — THE PRESIDENT AND PRINCIPAL VICE-PRESIDENTS**

- 53 The President shall officiate as chair at meetings of the Executive Committee, the Strategic Leadership Committee and Congress, when assembled in either statutory or extraordinary sessions, and shall have the right to attend all other meetings of the IUF.
- 54 The President may represent the IUF at meetings, congresses or conventions of affiliated organizations and organizations outside of the IUF, and may perform such ceremonial functions as may devolve upon her/him from time to time, in consultation with the General Secretary or with the approval of the Executive or Strategic Leadership Committees.



- 55 In the absence of the President or if s/he retires, the Principal Vice-President of a different gender shall replace or succeed the President.
- 56 The President can be eligible for re-election for one consecutive term only.

## ARTICLE 11 — THE SECRETARIAT

- 57 The General Secretary is responsible for the implementation of the decisions made by organs of the IUF. S/he shall safeguard at all times and in every respect the interests of the IUF, in conformity with the Rules of the IUF.
- 58 The functions and duties of the General Secretary shall be specified in an Annex to the Rules of the IUF.
- 59 The term of office of the General Secretary shall terminate at the following statutory Congress. S/He shall be eligible for re-election.

## ARTICLE 12 — REGIONAL ORGANIZATIONS

- 60 Regional organizations shall be established by the IUF as conditions permit and as may be determined by the Executive Committee.
- 61 Organizations affiliated to the IUF shall be members of the relevant regional organization.
- 62 It shall be the task of the regional organizations to deal with the problems affecting the workers and trade unions in the food and allied industries in their respective areas and to further the aims and objectives of the IUF, the decisions of Congress and of the Executive Committee.
- 63 The relationship between the IUF and its regional organizations shall be determined by the Executive Committee in accordance with decisions of the Congress.
- 64 The regional organizations shall be governed by rules established in conformity with the Rules of the IUF and which shall be subject to approval by the Executive Committee.





- 65 a) The regional organizations shall be answerable for their actions to the Executive Committee and shall submit to it annual reports on their activities. All questions affecting the general policy of the IUF shall be referred to the Executive Committee.
- b) Regional organizations which, at the same time, constitute regions for the purpose of representation on the Executive Committee within the meaning of Article 8 (40) shall be entitled to a woman delegate on the Executive Committee, even if the membership of the region is too low to qualify it for such representation under Article 8 (38).
- 66 Subject to paragraphs 62 and 63 above, regional organizations shall be autonomous. They may elect their own regional committees and regional secretary, hold their own conferences and produce their own publications, and pursue any activity within their own region providing such activities are not in conflict with the general aims and objectives of the IUF as set out in Articles 1 to 3 of the Rules. The General Secretary shall be an ex-officio member of any regional committee.
- 67 The Executive Committee may support the work of the regional organizations financially. Revenue may also be derived from affiliation fees levied by the regional organizations themselves in addition to the international affiliation fees. The regional organizations and their specialized bodies shall submit financial reports to the Secretariat on a regular basis and at least once a year.

## **ARTICLE 13 — SPECIAL GROUPS**

- 68 In order to further advance the general work of the IUF, unions affiliated to the IUF and/or the Secretariat shall have the right to propose and form special groups. Special groups' overall activities and objectives shall be governed by the policies and Rules of the IUF.
- 69 The establishment of any special group shall require authorisation from IUF governing bodies. Such authorisation shall be given only when a proposed special group has established an agreed purpose with concrete objectives, a plan for the work of the special group and a financial plan regarding resources (including but not limited to resources from the IUF's general fund), initial working languages and the specific role of its members in the running of the special group.



- 70 Membership in special groups shall, as a rule, be limited to IUF members in good standing. Exceptions will require the specific authority of IUF governing bodies.
- 71 The IUF General Secretary and/or a representatives designated by her/him shall be ex-officio members of any and all special groups.

#### **ARTICLE 14 — TRADE GROUPS**

- 72 In order to safeguard to the greatest possible extent the particular interests of the member organizations in the various industries, trades or services, special Trade Groups may be established within the IUF.
- 73 The organizations affiliated to the IUF may at the same time belong to one or several of the Trade Groups. For that purpose, they shall notify the IUF not only of their total membership but also of the break-down of the membership into the various Trade Groups on specific forms provided annually by the Secretariat.
- 74 If deemed necessary or expedient, a committee may be set up for each of the Trade Groups. Such committees shall be elected by a Trade Group Conference and shall be subject to the approval of the Executive Committee.
- 75 Trade Group Conferences shall be convened when requested by member organizations, or when the governing authorities of the IUF consider it necessary.
- 76 The Secretariat shall be responsible for the convening of Trade Group Conferences. The expenses of the delegations shall be carried by the participating affiliated organizations.
- 77 The Trade Groups shall be governed by rules established in conformity with the Rules of the IUF and which shall be subject to approval by the Executive Committee. In all matters not governed by the Trade Group rules, the IUF General Rules shall apply.



## **ARTICLE 15 — WOMEN'S COMMITTEE**

- 78 The IUF Women's Committee exists to promote equal rights, equal opportunities and equal treatment of men and women working within the IUF sectors.
- 79 The Women's Committee shall monitor the implementation of Congress decisions with regard to women workers and their involvement in IUF activities, and make recommendations and reports to the Executive Committee.
- 80 It shall be governed by rules established in conformity with the rules of the IUF and which shall be subject to the approval of the Executive Committee.

## **ARTICLE 16 — YOUNG WORKERS' COMMITTEE**

- 81 The IUF Young Workers' Committee exists to promote equal rights, address and make recommendations on issues affecting young workers (age 35 and under at the time of the IUF Congress) within the IUF sectors.
- 82 The IUF Young Workers' Committee shall monitor the implementation of Congress decisions with regard to young workers and their involvement in IUF activities, and make recommendations and reports to the Executive Committee.
- 83 The IUF Young Workers' Committee shall be governed by rules established in conformity with the rules of the IUF and which shall be subject to the approval of the Executive Committee.

## **ARTICLE 17 — LGBTI WORKERS AND ALLIES' COMMITTEE**

- 84 The IUF Lesbian, Gay, Bisexual, Transgender, Intersex (LGBTI) Workers and Allies' Committee exists to promote equal rights, equal opportunities and equal treatment of LGBTI workers within the IUF sectors, including through developing work plans and recommendations.



- 85 The IUF LGBTI and Allies' Committee shall monitor the implementation of Congress and other governing body decisions with regard to LGBTI workers and their involvement in IUF activities, and make recommendations and reports to the Executive Committee.
- 86 The IUF LGBTI and Allies' Committee shall be governed by rules established in conformity with the rules of the IUF and which shall be subject to the approval of the Executive Committee.

### **ARTICLE 18 — MEMBERSHIP IN IUF BODIES**

- 87 Only active officials of affiliated organizations shall be eligible for membership in any IUF body. If a member of such a body is no longer an active official in her/his own organization, s/he shall not be entitled to hold office except at the express wish of the organizations in the country concerned and then only until the following statutory congress.

### **ARTICLE 19 — DUTIES OF THE AFFILIATED ORGANIZATIONS**

- 88 While the IUF has no powers of compulsion over the national organizations, there is an obligation upon national organizations to carry out and implement decisions and policy of the IUF as laid down by the Congress or the Executive Committee.
- 89 Affiliates are expected to support IUF initiatives and solidarity campaigns addressed to transnational companies, governments and inter-governmental organizations.
- 90 In particular, it is the obligation of all affiliated organizations to conduct their international relations inside and outside the IUF framework with due regard to the integrity, the decisions and the general interests of the IUF and in consultation with its governing bodies whenever decisions involving IUF general policy are concerned. No affiliated organizations shall form part of other international associations of food and allied workers without the authorization of the Executive Committee. Such authorization shall not be required for the establishment of special groups as defined under Article 13.



- 91 An organization affiliated to the IUF shall:
- a keep the Secretariat informed of its elections and of any changes in its list of officers and its membership as per December 31 each year;
  - b furnish the Secretariat with any information required, to the best of its ability;
  - c publish in its journal, on its website and on other social media, information sent by the Secretariat for that purpose;
  - d send a copy of its journal to the Secretariat immediately on publication;
  - e send at least two copies of its annual report to the Secretariat;
  - f pay regularly to the Secretariat the affiliation fees in accordance with its membership (cf. Article 20) during the first quarter of the year for which they are due or by monthly or quarterly instalments.

## **ARTICLE 20 — AFFILIATION FEES**

- 92 The funds for the maintenance of the Secretariat and for the carrying out of the activities of the IUF shall be provided by annual affiliation fees (per capita dues).
- 93 The amount of the annual affiliation fees shall be determined by Congress. In special circumstances and on the proposal of the Strategic Leadership Committee, the Executive can decide to modify affiliation fees.
- 94 Payment of affiliation fees shall be on the organization's full membership within the IUF jurisdiction. Every affiliated organization is obliged to pay affiliation fees for all its members within the jurisdiction of the IUF according to Article 1, para. 1 of the Rules, shown as such members on December 31 of the previous year in the annual report of the affiliated organizations. Exceptions may be made by the Executive Committee and shall be regularly reviewed by it.
- 95 The Executive Committee or a Statutory or Extraordinary Congress shall be authorized to raise special levies.



- 96 a In the case of financial difficulties verified by the Executive Committee or the Secretariat, an organization may, on request, be allowed to postpone the payment of its affiliation fees for a limited period.
- b Other than membership fees and special levies, there are no financial obligations to the IUF.
- 97 a If an organization is more than one year in arrears with the payment of affiliation fees without being granted permission, it shall lose its rights and privileges in the IUF.
- b Any organization which is in arrears in the payment of two annual affiliation fees and does not pay them on request shall be considered as having withdrawn from membership.

## ARTICLE 21 — OFFICIAL JOURNAL

- 98 The official publication of the IUF shall be the IUF website and such other periodical publications as may be approved by the Executive Committee.

## ARTICLE 22 — DISSOLUTION OF THE IUF

- 99 In the event of the dissolution of the IUF being decided by a congress, any financial obligations must be fulfilled. The Congress voting the dissolution of the IUF shall decide on the manner of disposal of any funds and inventory belonging to the IUF.
- 100 The dissolution can only be resolved by a majority of three fourths of the votes recorded.



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## ARTICLE 23 — CONCLUDING PROVISIONS

- 101 In case of a conflict in meaning between two or more of the five official language versions of the text of the Rules, the English text shall prevail.
- 102 The present Rules were adopted at the 17th Statutory Congress of the IUF, held in Geneva from January 29 to February 1, 1973, and amended by the 18th, 19th, 20th, 21st, 22nd, 23rd, 24th, 25th, 26th, 27th and 28th Congresses (1977, 1981, 1985, 1989, 1993, 1997, 2002, 2007, 2012, 2017 and 2023).
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## APPENDIX 1 —

### RECIPROCITY AGREEMENT

This Reciprocity Agreement is valid for all Unions affiliated to the International Union of Food, Agricultural, Hotel, Restaurant, Catering, Tobacco and Allied Workers' Associations (IUF).

- 1 Members of affiliated unions who take up employment abroad may request an IUF International Union Card through their current union (hereafter referred to as "home union").

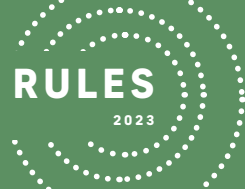
Members having worked for one month in a country other than their own may join an IUF affiliate in that country (hereafter referred to as "host union"). No entrance fee shall be charged. A member may join the host union on the condition only that s/he (or she) has fulfilled all obligations as member of the home union (payment of dues, etc.) up to the time of departure.

- 2 Members so transferred shall enjoy the same rights to benefits as the host union's own members under the latter's Rules and Regulations, subject to the same length of combined membership of their home union and their host union.
- 3 The dues to be paid by members so transferred shall be those fixed by the host union.
- 4 The membership record issued by the host union shall show the original date of the member's joining her or his home union, as shown on the member's home union membership record and also the date of transfer.

### INFORMATION AND ADVICE

Subject to the above provisions, bearers of an IUF International Union Card are entitled to apply to the host union for information and advice. The appropriate services or departments of the host union are requested to afford them every possible help and assistance.





## APPENDIX 2 —

### REGULATIONS GOVERNING THE FUNCTIONS AND DUTIES OF THE GENERAL SECRETARY

- 1 The General Secretary shall be responsible for the management of the Secretariat and for the prompt completion of its work in accordance with the resolutions and directives of the Executive Committee.
- 2 The General Secretary shall be responsible for the maintenance of a competent office staff of clerical secretaries and such other similar assistance as may be required, subject to reasonable limitations imposed by the financial ability of the organization.
- 3 The General Secretary shall have the authority, in consultation with the President, and subject to the approval of the Executive Committee, to select such expert help and expert staff as are required to carry on the work of the Secretariat, either at the site of the Secretariat or in those areas where regional organizations exist.
- 4 The terms of employment of the Secretariat staff shall be laid down by the General Secretary in agreement with the Strategic Leadership Committee.
- 5 The General Secretary shall be responsible for the IUF website and other such periodical publications as may be approved by the Executive Committee.
- 6 The General Secretary shall be responsible for presenting a proposed annual budget to the Executive Committee and shall prepare regular financial reports for submission to the Executive and Strategic Leadership Committees, as those Committees may direct.
- 7 S/He shall receive and acknowledge all financial remittances to the IUF and shall see, to the best of her/his ability, to the timely payment of per capita dues by all affiliates.
  - a S/He shall maintain the books and records in such a manner as to enable a reasonable audit to be made.



- b S/He shall keep a correct account of all financial transactions conducted through her/him between the Secretariat and affiliated organizations; s/he shall prepare all financial reports required by the Rules or called for by the Executive Committee.
  - c S/He shall duly record and currently deposit all receipts of the Secretariat; subject to the Executive Committee, s/he shall establish and enforce an accounting and auditing system which shall ensure that all expenditures be properly approved, be recorded and adequately supported by vouchers, and all expenditures be made by check (except from petty cash) and none from undeposited cash receipts; upon receipt of proper vouchers, s/he shall cause checks to be drawn and properly issued.
  - d S/He shall secure the approval of the President, the Executive or Strategic Leadership Committee in the expenditure of any sum in the amount greater than 0.25 percent of the adopted budget, not provided for in that budget.
- 8 The General Secretary is charged with implementing the provisions of Articles 1 to 3 of the present Rules.
- 9 The General Secretary shall be responsible for complying with those requirements of her/his office as are contained in various Articles of the Rules, such as preparation for meetings, congresses, etc.
- 10 The General Secretary may serve as representative of the IUF at meetings, congresses or conventions called by affiliates and other organizations.
- a Invitations from and to non-affiliates may be granted or accepted in connection with organizations who meet all the eligible requirements for membership in the IUF.
  - b Invitations to or from organizations which do not meet the above criteria shall be dealt with in accordance with the guidelines laid down by the Executive Committee and in those cases where the guidelines may not totally apply, the General Secretary shall consult with the Strategic Leadership Committee which shall decide.



- 11 In cases where s/he is unable to accept an invitation to represent the IUF, the General Secretary may delegate such representation to a member of the Executive Committee, an officer of an affiliated organization or a member of the Secretariat staff.
- 12 The General Secretary is an ex-officio member of all IUF bodies.
- 13 The General Secretary may provide assistance to a non-affiliate only as directed by the Executive or Strategic Leadership Committees, and in any situation involving immediate emergency action only after consultation with the President, or if such assistance is approved by the affiliated organization(s) in the country in question.
- 14 Staff members representing the IUF in various regions or countries within which the IUF functions are to be considered extensions of the office of the General Secretary, and are required to conform with the regulations outlined above.

# RULES

2023



International Union of Food, Agricultural, Hotel, Restaurant, Catering, Tobacco  
and Allied Workers' Associations

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