



RULE BOOK

RULE 15 GENERAL SECRETARY

Effective from Rules Conference 2023

(Amended March 2024)

RULE 15. GENERAL SECRETARY

- 15.1 All elections for the General Secretary shall be on the basis of a ballot of the whole membership of the Union other than 'ordinary' retired members who shall not be eligible to vote. The fixed term of office for each General Secretary election will be set at 5 years. If the General Secretary position becomes vacant due to retirement, resignation or death within a fixed term of office a General Secretary election will be called.
- 15.2 The General Secretary shall not hold office without re-election for more than 5 years from the last day on which the votes were cast in his/her previous election.
- 15.3 The General Secretary shall be responsible for the administration of the affairs of the Union; including convening the meetings and implementing the decisions of the Executive Council, and such other duties as may be determined by the Executive Council.
- 15.4 All employees of the Union shall be under ultimate control of the Executive Council whose approval shall be required before changing their terms and conditions of employment or superannuation arrangements. Subject to that ultimate control the General Secretary shall be responsible for managing all employees of the Union who, subject to their terms and conditions of employment, shall perform such duties and work from such locations as the General Secretary may direct.
- 15.5 The General Secretary shall be under the control of and act in accordance with the directions of the Executive Council.
- 15.6 The General Secretary may delegate to any employee of the Union such of the General Secretary's powers as the Executive Council may consider appropriate.
- 15.7 The General Secretary shall be entitled to attend all meetings of the Union and to take part in their deliberations but shall not have a vote.