



CONSTITUTION OF THE DANISH UNION OF TEACHERS

*Name, registered address, purpose and activities
of DLF*

Article 1.

(1). The name of the union is the Danish Union of Teachers. It has its registered address in Copenhagen.

(2). The Danish Union of Teachers, abbreviated to DLF, is a non-party-political, independent organisation. The purpose of DLF is to safeguard its members' educational, professional, financial and official interests, to strengthen the feeling of solidarity and work to develop the Danish public primary and lower secondary schools, Folkeskolen, and the other areas in which its members are occupied.

Article 2.

DLF seeks to fulfil this purpose i.a. through:

1. Membership of the Teachers' Central Organisation.
2. Exercising DLF's right to negotiate.
3. Financial assistance to members and organisations engaged in labour disputes, see art. 9.
4. Participation in professional and educational planning work at central and local levels.
5. Publishing members' journal(s) and related website(s).
6. Counselling and guidance as well as legal assistance to members who as employees within the agreement and collective agreement areas covered by DLF may require the union's assistance and whom the National Executive Committee finds DLF can assist.
7. Financial assistance to members and members' surviving family who need it.
8. Holding meetings and conferences of an educational, professional and organisational nature.
9. Cooperation with other employee organisations, professional and educational organisations in Denmark and abroad.
10. Financial assistance to other organisations of teachers, public servants and employees in Denmark and abroad.
11. Cooperation with organisations in Denmark and abroad with cultural and other general purposes.
12. Financial assistance to organisations in Denmark and abroad with cultural and other general purposes.
13. Decisions on social subjects.

Members

Article 3.

(1). DLF has ordinary and special members.

(2). Ordinary membership is open to anyone:

- a) who is employed within the agreement and collective agreement areas of the Danish Union of Teachers in the government, regions, local authorities, independent or private institutions/businesses;
- b) who is employed at the Danish schools in South Slesvig;
- c) who is employed as an educator in the public school system in Greenland;
- d) who is a qualified teacher or holds a degree in nutrition and home economics, is a bachelor of nutrition and health (bachelor) or holds a similar degree from another country and who seeks employment or has been employed and was an ordinary member upon leaving a position within the agreement and collective agreement areas of the Danish Union of Teachers;
- e) who is occupied with teaching, counselling or leadership work under a collective agreement with the Danish Union of Teachers;
- f) who is covered by an agreement concluded with another organisation regarding dual membership of such organisation and the Danish Union of Teachers;
- g) who has been accepted as a student teacher at a place of teacher training under the university colleges or is a student of nutrition and health (bachelor);
- h) who has left a position with severance pay, paid leave of absence, pension or early retirement pension and who was an ordinary member upon leaving such position;
- i) who is an educational assistant employed at the schools of home economics and needlecraft. Furthermore persons who are occupied in areas relevant to bachelors in nutrition, health and home economics (bachelor) and persons assigned to DLF according to the demarcation agreements concluded by DLF are eligible for membership.

(3). Persons who belong under another organisation in pursuance of an agreement are not eligible for membership and cannot remain ordinary members as stated in sub-article (2), paras a-i above.

(4). The National Executive Committee may, however, decide that persons who do not fulfil the conditions listed under sub-article (2), paras

a-i above, shall be admitted as ordinary members.

(5). The following may be admitted as special members:

- a) teachers employed with the public school system on the Faroe Islands;
- b) persons who carry out or have carried out duties as stated in sub-article (2) above and who are not eligible for ordinary membership.

(6). Persons who according to an agreement belong under another organisation as ordinary members can, however, only be admitted as special members in pursuance of sub-article (5) above on the condition of ordinary membership of the organisation entitled to negotiate collective agreements for the position in question.

The National Executive Committee may make a decision to the effect that others who are in some way affiliated with the organisational area of DLF may be admitted as special members as well as regarding admission in pursuance of sub-article (5), para b above.

Application for membership

Article 4.

(1). Membership is applied for via DLF's application form, through the shop steward or directly to the treasurer of the local branch or DLF office. For members with dual union membership, the procedure agreed by the parties to the agreement shall apply. All applications for membership are received subject to approval by the National Executive Committee. If the National Executive Committee cannot grant an application for membership, such applicant and her/his local branch shall be informed thereabout.

(2). Newly admitted members shall pay a membership fee from the first day of the month following application for membership, but their membership shall be effective as from the date of application, but see sub-articles (1) and (4).

(3). If student teachers apply for membership later than nine (9) months after admission to the teacher training college, they will generally not be eligible for legal and financial assistance from DLF until after two (2) years of continuous membership.

Newly graduated teachers who have not applied for membership as described above will generally not be eligible for legal and financial assistance

from DLF until after two (2) years of continuous membership.

For other persons eligible for membership pursuant to article 3(2), paras a-f and h-i, it applies that if an application for ordinary membership is submitted later than three (3) months after such person became eligible for ordinary membership, see article 3 above, such person shall generally not be eligible for legal and financial assistance from DLF until after two (2) years of continuous membership.

Legal and financial assistance shall mean assistance in connection with judicial review and payment of industrial dispute compensation in connection with a legal industrial dispute.

(4). In case of re-application for ordinary membership, the eligibility mentioned in sub-article (3) above will generally not exist until after two (2) years of continuous membership, if the member in question was eligible for ordinary membership prior to re-application for membership. Ordinary members whose membership has been cancelled due to back fees are covered by the aforesaid provisions. In connection with re-application for membership any back fees, interest accrued and charges shall be paid, or a binding agreement must have been made as to settlement of such amount before the membership becomes effective again.

Resignation of membership

Article 5.

(1). Membership can be resigned in writing to the treasurer of the local branch or DLF's office with not less than one (1) month's notice to 1 January, 1 April, 1 July or 1 October, but see below and article 5(2) and (5).

Membership of DLF cannot be resigned when a competent assembly has resolved to give notice of a legal industrial dispute covering part of or all members of DLF and until such dispute has been cancelled by resolution or has been settled.

For members with dual union membership, the procedure agreed by the parties to the agreement shall apply.

(2). Members who despite demands for payment have not paid their membership fee, interest and charges within one (1) month after forwarding of such demand will have their membership cancelled in pursuance of a cancellation procedure established by the National Executive

Committee. Such members can only be re-admitted as members if their back fees, etc. are paid, or a binding agreement has been made for payment of such amounts. The procedures for re-admission shall be as stipulated in article 4.

(3). If the National Executive Committee finds that a member has exhibited conduct that may be detrimental to the purpose and reputation of DLF, it may expel such member from the union. DLF may refuse to admit a member for the same reason. Such expulsion or refusal of membership shall, if so requested by the person in question, be submitted to the next Congress which will make a final decision in the case.

(4). When the case is discussed by the Congress, the person in question and a member appointed by her/him shall be entitled to attend and participate in the negotiations.

(5). The members' duty to pay back fees, interest accrued and charges as well as extraordinarily imposed fees will not lapse upon resignation of membership, cancellation of membership or upon expulsion as a member of DLF.

The National Executive Committee shall be authorised to grant exemptions from the aforesaid provision in concrete cases.

Eligibility and voting rights

Article 6.

(1). Ordinary members who are registered in the central system of members of DLF are eligible and have a right to vote in all elections and ballots according to the rules specified in the Regulations, but see article 5(2) and article 11(1).

(2). If a local branch wants to have rules in its regulations stipulating a gender-based quota system in connection with nomination for election of the local branch executive committee and the Congress, the guidelines laid down by the National Executive Committee in this regard shall apply.

(3). In connection with elections in fractions, eligibility and voting right are conditioned upon listing in the central system of members of DLF under such fraction.

Special members

Article 7.

(1). Special members are not eligible and do not have a voting right.

(2). Special members are entitled to receive members' journals free of charge. The National Executive Committee may decide what members' rights applicable to ordinary members that may also apply to special members. Only in very special cases can such rights comprise assistance from the Special Fund and legal assistance.

Membership fee

Article 8.

(1). The members pay an annual membership fee to the treasury of DLF. The individual member is only liable for DLF's obligations to the extent of such member's paid and due membership fee. Members who have attained the age of seventy-five (75) shall not be required to pay any membership fee.

(2). The ordinary Congress in odd years determines the annual membership fee for the next financial year (even years) as well as a fee limit for the subsequent financial year upon recommendation from the National Executive Committee. The recommendation of the National Executive Committee accompanied by a preliminary budget for the next financial year (even years) and a budget forecast for the subsequent financial year will be forwarded together with the agenda and financial statements, see article 20(6). In odd years the National Executive Committee will fix the final membership fee within the fee limit for such year. Changes in the membership fee can otherwise be made at an extraordinary or ordinary Congress when a proposal in this regard is included in the agenda for such Congress, but see article 9(6).

(3). For every financial year an amount fixed by the Congress in odd years upon recommendation from the National Executive Committee as a fraction of the membership fee for ordinary members, disregarding the transfer to the Special Fund mentioned in sub-article (4) below, is transferred to the Support Fund of the Danish Union of Teachers. The membership fees for members of Illinniartitsisut Meeqqat Atuarfianneersut Kattutiat (IMAK) and Fraction 5 are not included in these calculations, as such members are not eligible for assistance from the Support Fund of the Danish Union of Teachers.

(4). An amount of the annual membership fees from ordinary members of Fractions 1, 2 and 3 fixed at the ordinary Congress in odd years for the following two (2) years upon recommendation from the National Executive Committee is

transferred to the Special Fund, see article 9. Members of IMAK, the Danish Union of Teachers in South Slesvig and Fraction 5 do not pay any membership fee for the Special Fund and are not eligible for assistance out of such fund assets.

(5). Extraordinary membership fees for the Special Fund to cover expenses in connection with the industrial disputes mentioned in sub-article (5) are fixed by the National Executive Committee when a proposal to that effect is included in the agenda for an ordinary or an extraordinary meeting of the National Executive Committee.

Extraordinary membership fees for the Special Fund are charged from the members of Fractions 1, 2 and 3 relative to their ordinary membership fees, including ordinary membership fees for the Special Fund and the Support Fund. Extraordinary membership fees cannot be charged from members of IMAK, the local branch in South Slesvig or members of Fraction 5.

Furthermore, the National Executive Committee may decide that one or more groups of members are not required to pay extraordinary membership fees.

(6). The National Executive Committee lays down guidelines for granting ordinary members a full or partial exemption from membership fees.

(7). The National Executive Committee determines for what services the members who have been granted a full or partial exemption from membership fees are eligible.

(8). Full liability to pay membership fees arises when the membership fee reduction period expires or is interrupted or in connection with another employment which renders the member in question eligible for ordinary membership, see article 3(2) and (4) above.

(9). If a member is transferred from one membership fee rate to another, the new rate shall apply from the first day of the next month.

(10). If a member is transferred from one local branch to another, the membership fee shall be paid to the new local branch from the first day of the month of such transfer.

(11). For members covered by an agreement for dual union membership, the National Executive Committee may grant the exemptions mentioned in articles 8 and 9 following from the agreement and its implementation.

(12). All members shall inform DLF about changes in their employment or other changes which are of importance to their membership.

Special Fund

Article 9.

(1). The purpose of the Special Fund is to increase the financial strength of DLF and the local branches of the union and in a given situation be able to provide financial assistance to the members during industrial disputes regarding job-related matters and salary conditions. Furthermore, the Special Fund is also intended to provide the Danish Union of Teachers as an organisation with the possibility of providing financial assistance to other organisations engaged in industrial disputes regarding job-related matters and salary conditions.

(2). DLF's obligations to the Guarantee Fund of the Teachers' Central Organisation are fulfilled through assets from the Special Fund. Similar provisions apply to guarantee obligations in connection with membership of other organisations.

(3). Separate accounts shall be kept of the assets of the Special Fund in DLF as well as in the local branches, such accounts to be audited by the auditor of DLF and the individual local branch, respectively.

The accounts of the Special Fund are presented for adoption at the ordinary Congress in odd years.

(4). Interest, etc. received is added to the capital of the Special Fund less administrative expenses and any part of the capital growth that is transferred to the special funds of the local branches.

(5). A decision to disburse Fund assets to members affected by industrial disputes is made by the National Executive Committee or the Congress, but see sub-article (2). Furthermore, the National Executive Committee may decide to provide assistance to other organisations engaged in an industrial dispute or affected by an industrial dispute started by the employer.

(6). If after the end of an industrial dispute full or partial salary is paid for the period of the dispute, members who have received assistance from DLF's Special Fund shall repay the amount by which the benefits from DLF's Special Fund and the special fund of the local

branch and the salary taken together exceed the salary which the member in question would have received if the dispute had not taken place.

(7). The National Executive Committee may propose to the Congress that proportionate shares of the capital growth in the Special Fund be transferred to the special funds of the local branches.

(8). The assets of the Special Fund shall as a minimum retain their actual value. Deviations from this provision shall require that minimum two-thirds (2/3) of the attending delegates with voting rights vote in favour of such deviation. The assets at 1 January in the year for which the capital growth is to be calculated shall be the basis for the calculations. The annual average for the net consumer-price index shall be used to calculate the actual value from time to time. When calculating the capital growth, calculated, unrealised capital gains or losses shall be disregarded.

Assets from the capital growth cannot be transferred to IMAK, the National Branch (Branch 181), the Union of School Leaders (Branch 182), the local branch in South Slesvig or to the National Branch of Student Teachers. The assets of the Fund belong to DLF, and the National Executive Committee decides how to invest them.

Special funds of the local branches

(9). The assets of the special funds of the local branches belong to the individual local branch and are managed by the local branch according to regulations drawn up by the National Executive Committee for the special fund of the individual local branch. The assets of the special funds of the local branches may be required to be repaid to DLF's Special Fund in case of non-compliance with the regulations applicable to the special fund of the local branch. The local branch in question may request that such repayment requirement be submitted to the next Congress which will make a final decision.

(10). Separate accounts shall be kept of the fund assets in the local branches, such accounts to be audited by the auditor of the individual branch.

The accounts of each local branch of its special fund shall be presented for adoption by the annual general meeting of the local branch.

(11). A decision to make a disbursement from the special funds of the local branches shall be made by each individual branch according to the

regulations mentioned in sub-article (9) applicable to the special funds of the local branches.

Local branches

Article 10.

(1) DLF is divided into local branches. The local branches elect delegates to DLF's Congress, see article 16. The borders between the local branches, except for the national branches, shall follow the borders between local authorities. Changes in the division into local branches can only be made with the prior approval of the National Executive Committee and with effect from 1 April in even years.

In case of very special circumstances the National Executive Committee may approve that a local branch be established with less than 0.75 percent of the number of members in Fraction 1, see article 16(1).

The National Executive Committee is authorised to stipulate detailed rules for the closing and establishment of the local branches in question.

(2). The National Executive Committee is authorised to stipulate binding rules for the election of local branch chairmen as well as other Congress delegates and alternate Congress delegates, and to determine the period in even years within which the general meetings of the local branches are required to take place.

The local branch chairman shall be a member of the Congress.

Congress delegates are required to be members of the local branch executive committee.

The National Branch (Branch 181) has no local branch executive committee. The members of the National Branch report directly to the National Executive Committee.

(3). The members are assigned to the local branch which covers the local authority in which their place of employment is situated or to which it is assigned, or in which they have left a position with severance pay or paid leave of absence.

Members employed with the public school system in Greenland can only apply for membership of IMAK.

Members admitted in pursuance of article 3(2), paras d and e and who are unemployed are assigned to the local branch which covers their

local authority of residence. Members whose employment is terminated remain in their existing local branch until they find new employment, unless they request to be transferred to the local branch which covers their local authority of residence.

Members admitted in pursuance of article 3(2), paras a, b and e are assigned to the local branch which covers their place of employment. Members admitted in pursuance of article 3(2), paras a and e are assigned to a local branch which may cover the entire country (the National Branch - Branch 181) according to the specifications of the National Executive Committee.

Members of the Union of School Leaders (Branch 182) are not members of any local branch.

Members admitted in pursuance of article 3(2), para g are members of the National Branch of Student Teachers (Branch 183). The provisions in sub-articles (8)-(12) shall not apply to the National Branch of Student Teachers, see article 10 A.

The National Executive Committee may approve deviations from sub-article (3).

(4). Members who have retired or taken early retirement are assigned to the local branch of their wish, either covering the local authority in which they were employed or covering their local authority of residence. Members who have retired, receive severance pay, are on paid leave of absence or who have taken early retirement following permanent employment as public servants in the public school system in Greenland are only entitled to vote in IMAK.

(5). No local branch can refuse admittance of a member whose admittance has been approved by the National Executive Committee. Nor can any local branch expel a member. In questions of doubt the National Executive Committee will decide to what local branch a member shall be assigned.

(6). Ordinary members who according to their employment cannot be referred for admittance to a particular local branch can be referred to a branch that covers the entire country (the National Branch - Branch 181) if the National Executive Committee so specifies. The provisions of sub-articles (8)-(12) do not apply to such branch.

(7) Special members may be admitted to special branches or one of the ordinary local branches according to the decision of the National Executive Committee. The provisions of sub-articles (8)-(12) do not apply to the special branches.

(8). All branches shall convene all members for a general meeting at least once a year, but see article 10 B(4). A report shall be presented at the general meeting each year and the audited accounts submitted for adoption.

(9). The local branches are managed by executive committees whose members are elected for two-year (2-year) periods. The National Executive Committee shall be kept informed about names and addresses of the members of the local branch executive committees. The chairman and the treasurer of a local branch cannot be the same person. The regulations of each local branch may stipulate rules to the effect that the local branch executive committee may be joined by the following persons (without such persons having any voting right):

1. a local branch treasurer appointed by the local branch executive committee from among the ordinary members of the local branch;
2. the shop stewards/contact persons, see articles 11, 11 A and 11 B, or a representative of each local authority in the branch or of each of the local authorities in the branch which are not represented in the executive committee through election at the general meeting, elected by the ordinary members in the local authority from among the shop stewards/contact persons or from among the ordinary members in the local authority, see article 10(3).

(10). The local branches adopt their own regulations, but see article 9(4) and article 10 A(5) below. The regulations of the local branches shall not be contrary to the Regulations of the Danish Union of Teachers. A local branch makes its own decisions on its internal affairs and fixes its own branch membership fee. Members who have been granted a full or partial exemption from membership fees in pursuance of article 8(6) by the National Executive Committee shall also be exempt from the payment of branch membership fees.

Furthermore each local branch shall in its regulations stipulate that a local union club shall be established at each of the places of employment for the members of such place of employment in Fractions 1 and 2, see articles 11 and 11 A. The chairman of the local union club is the shop steward/contact person.

DLF may perform unannounced audits of the local branch accounts.

(11). The individual local branch's possibilities of providing financial assistance to other organisations which are either involved in an industrial dispute or affected by a lockout or are performing activities of a cultural or other general interest nature shall appear from the regulations of the local branch.

A provision in the regulations of the local branch regarding the possibility of providing financial assistance, see the first sentence above, shall include the following provisions:

- a) the budget and accounts of the local branch shall include separate items indicating the financial framework applicable to decisions to provide assistance;
- b) rules which stipulate the local competencies regarding the concrete use of the assets.

(12). A motion of censure against the local branch executive committee can be discussed at a duly convened general meeting if such motion has been included in the agenda in due time and notified to the members together with the agenda.

If the general meeting passes such motion, the local branch executive committee shall convene an extraordinary general meeting to be held within one (1) month, excluding school holidays, with an agenda including the election of a new local branch executive committee and new Congress delegates. The new local branch executive committee so elected shall immediately take up office with the remaining part of the ordinary election period pursuant to article 10(9) as its term of office. If a motion of censure is passed at an extraordinary general meeting as mentioned above two (2) months or less before the period stipulated by the National Executive Committee for holding an ordinary general meeting, the new election shall, however, be postponed to such ordinary general meeting.

(13). The National Executive Committee is authorised to deviate from the Regulations in so far as IMAK, the Danish Union of Teachers in South Slesvig and the National Branch of Student Teachers are concerned to the extent the special circumstances prevailing in Greenland, South Slesvig and for the student teachers make it necessary, and to permit such deviations from the regulations in connection with IMAK and the Danish Union of Teachers in South Slesvig as are a consequence of these local branches' special circumstances and status as entitled to negotiate with the Greenland Home Rule Government and the Danish School Association for South Slesvig, respectively. The National Executive Committee

is also authorised to deviate from the provisions of the Regulations regarding assignment to local branches for persons covered by agreements for dual union membership concluded with other organisations.

The National Branch of Student Teachers

Article 10 A.

(1) Ordinary members admitted as students at a place of teacher training under the university colleges or who are students (bachelor) of nutrition and health are referred for admission to the National Branch of Student Teachers.

(2). The members at each place of training form a local union club. The executive board of the National Branch of Student Teachers will ensure that each local union club elects a committee representative and a number of alternate representatives from among the members at the place of training. The election period of the committee representatives, the treasurer and the alternates is two (2) years effective from 1 November in odd years. The National Executive Committee shall be kept informed about names and addresses of the committee representatives, treasurers and alternates. In addition the local union clubs elect a number of delegates to an annual meeting in the National Branch of Student Teachers.

(3). The National Branch of Student Teachers holds an annual meeting once a year. The annual meeting consists of the committee representatives, a number of delegates stipulated in the regulations of the National Branch of Student Teachers, from every local union club and of the executive board of the branch.

The annual meeting elects a chairman, a vice chairman, a number of members and a number of alternates of the executive board. The chairman, vice chairman and the treasurer cannot be the same person. Furthermore, the annual meeting elects the delegates and alternate delegates of Fraction 5 to the Congress of the Danish Union of Teachers, see article 16(2). Detailed rules governing the election of delegates and alternate delegates are laid down by the National Executive Committee.

In so far as the chairman and vice chairman are concerned, a deviation is made from the provisions governing membership, eligibility, voting rights, assignment to fractions and related issues for up to two (2) years after the graduation of such person. A deviation cannot

be made from the provisions in the last sentence of article 29(9) (regarding motion of censure).

The chairman and the vice chairman are required to be members of the National Branch of Student Teachers at the time of election.

The number of members of the executive board of the National Branch of Student Teachers is fixed by the annual meeting of the branch.

(4). In the period between the annual meetings the National Branch of Student Teachers shall be managed by a branch executive committee made up of all committee representatives and by the executive board of the branch.

(5). The National Branch of Student Teachers adopts its own regulations. Such regulations shall not be contrary to the Regulations of the Danish Union of Teachers and shall only be valid if approved by the National Executive Committee. In addition the National Branch of Student Teachers shall make decisions on its own internal affairs.

(6). A motion of censure against a committee representative may be discussed at a meeting of the members at the place of training. Procedures and rules for discussion of such a motion of censure shall appear from the regulations of the National Branch of Student Teachers.

The Union of School Leaders

Article 10 B.

(1) The members of Fraction 3, pursuant to article 13(1) below, are members of the Union of School Leaders (Branch 182) and/or of the National Branch (Branch 181), see article 10(6).

The members of Fraction 3 assigned to IMAK (Branch 161) are not members of the Union of School Leaders (Branch 182).

Members with dual union membership of Fraction 3, see article 3(2), para f, who elect to be a member of the National Branch (Branch 181) according to the rules stipulated by the National Executive Committee, are not members of the Union of School Leaders. Members with dual union membership of Local Authority Chief Executives are not members of the Union of School Leaders.

(2). The Union of School Leaders shall be managed by a chairman and a board. Chairman as well as board shall be elected in separate elections by the Committee of Representatives of

the Union of School Leaders at its annual meeting.

All elections are effective for two-year (2-year) periods from 1 April in even years.

(3). The Union of School Leaders adopts its own regulations. The regulations shall not be contrary to the Regulations of the Danish Union of Teachers. In addition the Union of School Leaders shall make decisions as to its own internal affairs, i.a. its local structure, regarding election of delegates to the Congress of the Danish Union of Teachers and about its membership fee.

(4). The supreme authority of the Union of School Leaders is the Committee of Representatives which meets for an ordinary meeting once a year.

(5). The Committee of Representatives consists of the chairman and the other members of the board of the Union of School Leaders, see sub-article (2), the delegates from Fraction 3, see article 17(1), two (2) members elected by and from among the members of Fraction 3 of the National Branch (Branch 181) and a number of locally elected members. The detailed rules regarding election of local members of the Committee of Representatives and their alternates are laid down in the regulations of the Union of School Leaders.

Professional associations from Group I with 100 members as a minimum in Branch 182 at 1 December in odd years may appoint two (2) members from among its members from Fraction 3 to the Committee of Representatives.

The elections of two (2) representatives and minimum two (2) alternates from the National Branch (Branch 181) are effective from 1 April in all even years and for two (2) years ahead. The elections are called in one of the members' journals of the Danish Union of Teachers which is forwarded to all members entitled to vote or by ordinary letter to all members covered by the election not later than on 20 January in even years and the board of the Union of School Leaders shall be in charge of such elections.

The National Executive Committee establishes guidelines for the cooperation between the Union of School Leaders and the Danish Union of Teachers locally as well as centrally.

Shop stewards

Article 11.

(1). The local branch executive committee shall ensure that the employees in the trade area of DLF at all places of employment in the local branch area elect a shop steward and an alternate from among the members at the place of employment according to the provisions of the rules for the election of employee representatives in force from time to time.

The shop steward/alternate shall discharge her/his duties in pursuance of the shop steward rules. In addition the shop steward is required to facilitate the cooperation between the members at her/his place of employment, the local branch executive committee and the National Executive Committee.

(2). The shop steward is elected for a period of not less than two (2) years. The local branch chairman shall keep DLF informed about names and addresses for the places of employment of the shop stewards in the local branch as well as about any changes in such information.

(3). A motion of censure against a shop steward can be discussed at a meeting of the employees at the place of employment, see sub-article (1), if one-fourth (1/4) of such members submit a written request to the shop steward to that effect. The shop steward shall call a meeting not later than four (4) days after receipt of such request with an agenda including the issue, such meeting to be held not less than fourteen (14) days and not more than twenty-one (21) days after receipt of the request, excluding school holidays.

A vote of censure against a shop steward shall be deemed to be passed if more than half of all employees at the place of employment, see sub-article (1), vote in favour thereof at the meeting.

If a vote of censure is passed, the meeting shall immediately proceed to elect a shop steward, such issue consequently also to be listed as a possible item on the agenda. The meeting shall elect a chairman of the meeting to be in charge of the election.

If no general rules have been stipulated for the election in local branch regulations, rules of procedure or otherwise, the rules stipulated by the National Executive Committee and reproduced in the handbook for shop stewards of the Danish Union of Teachers shall apply.

Contact persons

Article 11 A.

(1) The local branch executive committee will ensure that a contact person and an alternate are elected in groups of members at places of employment that do not qualify for election of a shop steward and a alternate shop steward according to the rules about shop stewards.

Only the ordinary members of DLF are eligible and have voting rights in such elections.

The contact person facilitates the cooperation between the members at her/his place of employment, the local branch executive committee and the National Executive Committee.

(2). The contact person is elected for a period of not less than one (1) year. If the local branch regulations include provisions to the effect that the contact persons are part of the local branch executive committee, the election shall be effective for a period of two (2) years from 1 April in even years. The local branch chairman shall keep DLF informed about names and addresses for the places of employment of the contact persons in the local branch as well as about any changes in such information.

(3). A motion of censure against a contact person can be discussed at a meeting of the members at the place of employment, if one-fourth (1/4) of such members submit a written request to the contact person to that effect. The contact person shall call a meeting of members not later than four (4) days after receipt of such request with an agenda including the issue, such meeting to be held not less than fourteen (14) days and not more than twenty-one (21) days after receipt of the request, excluding school holidays. A vote of censure against a contact person shall be deemed to be passed if more than half of all members at the place of employment vote in favour thereof at the meeting of members. If a vote of censure is passed, the meeting of members shall immediately proceed to elect a contact person, such issue consequently also to be listed as a possible item on the agenda.

The meeting of members shall elect a chairman of the meeting to be in charge of the election. If no general rules have been stipulated for the election in local branch regulations, rules of procedure or otherwise, the rules stipulated by the National Executive Committee and stated in the handbook for shop stewards of the Danish Union of Teachers shall apply.

Article 11 B.

(1) The local branch executive committee will ensure that ordinary members with no permanent place of employment elect (a) contact person(s) and alternate(s) from among themselves.

The local branch executive committee lays down detailed rules for the election, including the number of contact persons and alternates. The contact person(s) facilitate(s) the cooperation between the members in her/his election area, the local branch executive committee and the National Executive Committee.

(2). Contact persons are elected for a period of not less than one (1) year. If the local branch regulations include provisions to the effect that the contact persons are part of the local branch executive committee, the election shall be effective for a period of two (2) years from 1 April in even years. The local branch chairman shall keep DLF updated about names and addresses of the contact persons in the local branch as well as about any changes in such information.

(3). A motion of censure against the contact person(s) can be discussed at a meeting of the members in the election area, if one-fourth (1/4) of such members submit a written request to the contact person(s) and the branch chairman to that effect. The local branch chairman shall call a meeting of members not later than four (4) days after receipt of such request with an agenda including the issue, such meeting to be held not less than fourteen (14) days and not more than twenty-one (21) days after receipt of the request, excluding school holidays.

A vote of censure against the contact person(s) shall be deemed to be passed if more than half of all members in the election area vote in favour thereof at the meeting of members.

If a vote of censure is passed, the meeting of members shall immediately proceed to elect (a) contact person(s), such issue consequently also to be listed as a possible item on the agenda. The branch chairman or a deputy shall be in charge of the election.

If no general rules have been stipulated for the election in local branch regulations, rules of procedure or otherwise, the rules stipulated by the National Executive Committee and stated in the handbook for shop stewards of the Danish Union of Teachers shall apply.

Binding cooperation between local branches

Article 12.

(1). The local branches are part of a binding cooperation on central political tasks. The cooperation is formed within geographically delimited areas.

(2). The National Executive Committee establishes the framework and lays down the guidelines for the cooperation, including for the tasks to be handled.

(3). The expenses for the binding cooperation between local branches are divided among all local branches in the individual local branch cooperation according to a local decision.

(4). DLF secretariat shall be kept informed about names and addresses of contact persons in the local branch cooperation.

Fractions

Article 13.

(1). Ordinary members are divided into the following fractions:

Fraction 1 covers members with no management and leadership functions, except the members assigned to Fraction 2.

Fraction 2 covers pre-school class teachers and pre-school class assistants.

Fraction 3 covers members with management and leadership functions.

Fraction 4 covers members who are retired or have taken early retirement.

Fraction 5 covers members who are student teachers and admitted to a place of teacher training under the university colleges or are students of nutrition and health (bachelor).

(2). Members who leave a position with severance pay or paid leave of absence remain in their former fraction but are transferred to Fraction 4 when they start receiving old-age pension or early retirement benefits.

(3). Special members are assigned to Fraction 6:

Fraction 6: Teachers employed with the public school system on the Faroe Islands and persons who carry out or have carried out duties as stated in article 3(2) and who are not eligible for ordinary membership.

(4). In questions of doubt the National Executive Committee will decide to which fraction a member is to be assigned.

Annual meeting of Fraction 4

Article 14.

(1). Fraction 4 holds an annual meeting once a year prior to DLF's ordinary Congress.

The member of the National Executive Committee representing Fraction 4 has general responsibility for the holding of the annual meeting.

(2). The annual meeting consists of the member of the National Executive Committee representing Fraction 4, the Congress delegates of Fraction 4 and local representatives elected by and from among the members of Fraction 4. The National Executive Committee determines the number of local representatives and their distribution in terms of geography.

(3). The purpose of the annual meeting is to coordinate and present issues of interest to the pensioners, to serve as a forum of experience and inspiration in relation to the local work in connection with pensioners, to discuss the nomination of candidates for Fraction 4 to the election of the National Executive Committee and to the election of delegates and to serve as backing for the member of the National Executive Committee and the Congress delegates representing Fraction 4.

(4). The local elections take place in May in even years and are called by DLF centrally not later than on 15 April.

The binding cooperation between local branches, see article 12, is responsible for holding the election and determines the detailed rules for the practical holding of the election.

The binding cooperation between local branches is responsible for notifying DLF centrally about name, address and membership numbers of the elected members.

(5). Eligibility and voting rights at the election are conditioned upon registration as a member of Fraction 4, see article 6(3) above.

(6). DLF will centrally forward a notice convening the annual meeting in cooperation with the member of the National Executive Committee representing Fraction 4.

Detailed guidelines for DLF's practical role in this regard are laid down by the National Executive Committee.

Election of the Congress

Article 15.

(1) The Congress is the supreme authority of DLF, but see article 23(1).

(2). Every other year an election shall be held of 282 delegates, but see article 16(4), who make up the Congress of DLF together with the National Executive Committee and two (2) members from IMAK.

The election is from 1 April in all even years and for two (2) years ahead. However, the election is from 1 April in all even years and for one (1) year ahead for all delegates from the National Branch of Student Teachers. The election is called in a members' journal forwarded to all members entitled to vote not later than on 15 January in all even years - but in all years for the National Branch of Student Teachers - and the National Executive Committee is in charge of the election.

(3). The representatives of the Danish Union of Teachers for the Committee of Representatives of the Teachers' Central Organisation are appointed by the National Executive Committee of the Danish Union of Teachers.

Article 16.

(1) Prior to elections to the Congress, the members in Fractions 1, 2 and 4 and in the Union of School Leaders (Branch 182) and in the National Branch of Student Teachers (Branch 183) are counted at 1 December in odd years. Members of IMAK are not counted in this connection.

(2). Delegates are allocated to Fractions 2 and 4 and the Union of School Leaders (Branch 182) and the National Branch of Student Teachers (Branch 183) according to their membership, the maximum number of delegates that can be allocated being ten (10). The remaining delegates are distributed between the local branches based on their members in Fraction 1 as stated in sub-articles (3) and (4) below.

(3). Each local branch is guaranteed one (1) delegate. The weight in terms of number of members of this guaranteed delegate is 0.40 percent of the total number of members in Frac-

tion 1, rounded up to a whole figure. This figure is called the guarantee figure.

(4). The number of delegates remaining is distributed between the local branches as additional delegates according to the following rules:

The weight in terms of members of an additional delegate is calculated by multiplying the guarantee figure by the number of local branches and subtracting the total number of members in Fraction 1. The resulting figure is then divided by the number of additional delegates and the result is rounded up to a whole figure and called the additional figure.

The number of members in Fraction 1 in the individual local branches is subtracted from the guarantee figure. The resulting figure is divided by the additional figure and the whole-figure part of this quotient represents the number of additional delegates to be allocated to the local branch.

Any number of additional delegates remaining for allocation shall be distributed in such a way that the largest decimal balance gives one (1) additional delegate, the second largest decimal balances gives one (1) additional delegate and so on for the third largest, fourth largest, etc. decimal balances until all additional delegates have been allocated.

If when allocating the last additional delegate(s) there are several local branches with the same decimal balance, they shall all be given one (1) additional delegate and the Congress shall be increased by the necessary number of delegates.

Article 17.

(1). The delegates of the National Branch (Branch 181) and of each of Fractions 2 and 4 are elected in a national election in the National Branch (Branch 181) and separately of each of Fractions 2 and 4 in the local branches of DLF, with the exception of IMAK. More detailed rules regarding the election are laid down by the National Executive Committee.

The delegates from the Union of School Leaders (Branch 182) and their alternates are elected in accordance with provisions laid down in the regulations of the Union of School Leaders.

The delegates from the National Branch of Student Teachers and their alternates are elected at the annual meeting of the National Branch of Student Teachers, see article 10 A(3).

IMAK's two (2) representatives for the Congress of the Danish Union of Teachers and their alter-

nates are elected according to the regulations of IMAK. One of the representatives shall be the chairman of IMAK.

(2). The election in the National Branch (Branch 181) comprises Fraction 1 and the members of Fraction 3 who are not members of the Union of School Leaders (Branch 182). The following provisions apply to the elections in Fractions 2 and 4 and in the National Branch (Branch 181):

A candidate nomination is only valid when:

1. received by DLF not later than on 20 January;
2. it states name and address of the nominated candidate and of her/his first and second alternates; but for the National Branch (Branch 181) of one (1) first alternate, one (1) second alternate, one (1) third alternate and one (1) fourth alternate as well as information about the local branches to which the candidate and alternates belong;
3. recommended by minimum ten (10) and maximum twenty (20) members as supporters of the candidate;
4. accompanied by a statement from the nominated candidate to the effect that the nominated candidate and the alternates are willing to accept election;
5. the candidate and all alternates and all supporters are entitled to vote and eligible according to article 6 and - in so far as the election in Fractions 2 and 4 is concerned - belong to the same fraction and in so far as the election in the National Branch is concerned - belong to Branch 181, Fraction 1 or 3, see above.

No member can be a candidate and an alternate at the same time.

All candidate nominations contrary to the above rules will be rejected. None of the nominated candidates and alternates can support a candidate as well, and no member can support more than one (1) candidate.

If a member has signed as a supporter of more than one (1) candidate, the name of such member shall be deleted from all candidate nominations. All lists of candidate nominations must have personal signatures. Members of the National Executive Committee of DLF cannot support candidates for the election to the Congress.

(3). If within a fraction or in the National Branch more candidates are not nominated than the number of delegates that can be elected in total,

the nominated candidates shall be deemed to be elected without a ballot.

(4). If within Fraction 2 or 4 or in the National Branch more candidate nominations are received than the number of delegates that can be elected in total, an election shall be held according to the following rules:

The candidate nominations received are published in a members' journal that is forwarded to all members concerned (and entitled to vote) together with the names of the supporters.

Each member entitled to vote has the number of votes which corresponds to the number of delegates in the fraction in question or the National Branch (Branch 181). These votes can be cast for one candidate or be divided between several candidates.

A member can only vote for a candidate nominated in the fraction in which such member has a right to vote in pursuance of article 6(2) or in the National Branch.

(5). The election shall be planned in such a way as to secure the secrecy of the ballot. No more than ten (10) days may pass from the start of the period during which the members can vote and until its end.

(6). Within each fraction and the National Branch, respectively, nominated candidates shall be deemed to be elected in the order specified by the number of votes cast for each candidate. Lots shall be drawn in case of equality of votes.

(7). The result of the election shall be published in a members' journal.

Article 18.

(1). Elections to the Congress shall be effective from 1 April in even years, but see article 15(2), and for two (2) years ahead.

(2). If during her/his term of office a member ceases to be an ordinary member of DLF such member shall immediately retire from the Congress and her/his alternates shall take her/his place in their order of election.

(3). If a member of the Congress elected by Fraction 2 or 4 is elected chairman or a delegate for the Congress in a local branch, her/his alternate as local branch chairman or delegate elected in the fraction shall join the Congress in their order of election for such member's term of office.

If a member who is also elected as a delegate of the Union of School Leaders is elected chairman of the Union of School Leaders, the alternate of such delegate shall take her/his place.

If a member of the Congress elected by Fraction 2 or 4 changes fractions, or if a delegate elected in Branch 181 or 182 or 183 changes local branches, such member shall retire from the Congress and her/his alternates replace her/him in their order of election. If the alternates have changed fractions or local branches as well, the alternate delegates shall replace the member in the order of their election in the fraction/local branch, the one elected with the largest majority of votes being the first alternate and so on, always provided that lots shall be drawn among the alternate delegates in the fraction/local branch if an election was not held in the fraction/local branch in question or if all candidates in the fraction/local branch received an equal number of votes, see article 17(3) above.

(4). If delegates move from the local branch in which they are elected, they shall retire from the Congress, and the local branch alternates shall replace them in their order of election. If all alternates have moved from the local branch, the local branch executive committee shall appoint the requisite number of alternates, which shall then replace them. However, in so far as the National Branch (Branch 181) is concerned, an extraordinary election shall be held in the local branch if the next ordinary election in the local branch is more than six (6) months away. The National Executive Committee shall lay down detailed rules regarding the election, including regarding participation by the local branches.

(5). If a local branch chairman retires during the election period, the newly elected chairman shall replace the local branch chairman as a delegate instead of the alternate.

If a member of the National Executive Committee is elected chairman of a local branch, the alternate of the local branch for the Congress shall replace such member for the remaining part of the election period that coincides with the election period of the National Executive Committee. If a member of the National Executive Committee is elected as a Congress delegate, the alternate for the Congress shall replace such member during that part of the Congress election period that coincides with the election period of the National Executive Committee.

(6). If a member of the Congress is prevented from attending the Congress, the National Executive Committee shall be notified thereabout in advance so that the National Executive Committee may call in her/his alternate.

If a delegate is prevented from being present during the Congress meeting, the alternate shall replace such delegate directly. Such alternate shall undertake the duties of the absent delegate during the entire Congress in question.

Congress meetings

Article 19.

(1) The National Executive Committee shall convene the Congress for an ordinary meeting every year, see article 20(1), (2) and (3) below.

(2). An extraordinary Congress shall be convened when so determined by the National Executive Committee, or when so requested by minimum ninety-three (93) delegates and specify the issues to be discussed at such extraordinary Congress. In the latter case, such meeting shall be held within six (6) weeks after receipt of the request. An extraordinary meeting may replace an ordinary Congress if so accepted by the Congress.

(3). The National Executive Committee shall lay down rules governing what expenses for the delegates' participation in Congresses that are paid by the treasury of DLF.

(4). The National Executive Committee may forward matters to the Congress for written ballots.

Article 20.

(1) The National Executive Committee shall fix the time and place for the Congress meetings. All members shall be given notice of ordinary Congresses in a members' journal not later than two (2) months before the date of such meeting.

In so far as extraordinary Congresses are concerned, they shall be notified either in a members' journal or by letter to the delegates.

A preliminary agenda, including any proposals for subjects/themes from the National Executive Committee to be discussed at the Congress, shall be notified together with the notice of time and place for the Congress.

(2). At the ordinary Congress in odd years, the president shall present a report of the activities of DLF. The National Executive Committee shall present the financial statements of DLF for the

two (2) preceding financial years. Furthermore, the National Executive Committee shall make recommendations regarding the membership fee for the next financial year and for a fee limit for the subsequent financial year, see article 8(2), (3) and (4). The National Executive Committee may also propose a transfer of parts of the capital growth in the Special Fund to the special funds of the local branches, see article 9(7).

(3). DLF's demands in connection with the general agreement negotiations and collective bargaining are drawn up by the Congress at an ordinary or an extraordinary meeting.

(4). At the ordinary Congress in odd years one (1) of DLF's two (2) auditors and an alternate auditor shall be elected. The auditor shall hold the office of auditor for the next four (4) calendar years.

(5). A matter shall be entered in the agenda for an ordinary Congress when so requested by minimum nine (9) members of the National Executive Committee, or when so requested by minimum fifty (50) delegates or by minimum two hundred (200) of DLF's ordinary members, divided on not less than five (5) local branches. Such a request shall be notified in writing to the National Executive Committee not later than six (6) weeks before the date of the meeting (not including the first day of the meeting).

Proposals received regarding items/issues on the agenda for the Congress are forwarded to the delegates in pursuance of the provisions of sub-article (6) below.

(6). Not later than three (3) weeks before the ordinary Congress the final agenda, and in odd years also a survey of the financial statements, shall be forwarded to the delegates.

Article 21.

(1). The Congress meetings shall be presided over by one (1) or more chairmen elected by the Congress.

(2). The Congress shall be deemed to form a quorum when due notice was given thereof, but see article 19(4). Decisions can only be made at the meetings of the Congress on issues listed on the agenda for the meeting. All decisions shall be passed by ordinary majority of votes, but see article 8(4) and articles 37 and 38.

(3). When issues concerning DLF's right to conclude agreements are put to the ballot, the

delegates from Fraction 3, see article 17(1), who are members of the Union of School Leaders, the delegates from IMAK and the delegates who are members of Fraction 5 shall not have any right to vote.

The delegates from Fraction 4 do not have a voting right in connection with issues regarding DLF's right to conclude agreements - with the exception of issues covered by DLF's general right to conclude agreements in the government area.

(4). Minutes shall be taken of the proceedings of the Congress, such minutes to be kept in the files of DLF.

Article 22.

(1) DLF's auditors, administrative employees, editor of the members' journals and journalistic employees attend the meetings of the Congress, but have no voting rights. The National Executive Committee, the president or the Congress may allow them to speak.

(2). If space at the Congress facilities permits it, other members of DLF may also be allowed to attend the Congress. Such members cannot participate in the discussions at the meetings or in ballots.

(3). The Congress or the National Executive Committee may decide that the Congress or parts of it be held as confidential meetings. Such confidential meetings may be attended by members of local branches who are not Congress delegates and by alternate congress delegates.

(4). During the meeting of the Congress a meeting shall be held for the members of the fraction in question in the Congress if a majority of the delegates of a fraction so requests. A fraction makes its own decision as to whether non-members of such fraction and the president and vice president of DLF are to be permitted to attend such meeting.

Membership ballot

Article 23.

(1) With the exception of resolutions regarding membership fees and calculation principles pursuant to article 8(2), (3) and (4), election of president and vice president in pursuance of article 24 and guidelines for remuneration of the president of DLF, the vice president of DLF, the members of the Union's Executive Board and of the other ordinary members of the National

Executive Committee, including the chairman of the National Branch of Student Teachers pursuant to article 31(5) - the National Executive Committee or minimum ninety-three (93) delegates or minimum ten (10) percent of the ordinary members of DLF distributed on twenty (20) local branches may request that the Congress resolutions be subject to a membership ballot. A request to that effect shall be made to the National Executive Committee within one (1) month after the passing of such resolution by the Congress, in so far as ballots (written) are concerned within one (1) month after the result of the ballot was notified to the members.

(2). DLF's decision on the overall result of the collective bargaining in the local authority area regarding renewal of agreements shall be decided by a membership ballot among the ordinary members, but see sub-article (4).

The National Executive Committee may decide that within DLF's joint bargaining panel with the Teachers' Central Organisation such panel's decision on the general renewal of local authority collective agreements may be decided by the total of "yes" or "no" votes in connection with the membership ballots held in the organisations which are represented on the joint bargaining panel. Joint decisions under this form will in such case replace a separate decision in DLF.

(3). All members who are ordinary members of DLF, see article 6(2), are entitled to vote in a membership ballot in pursuance of sub-article (1) above.

(4). In connection with a membership ballot in pursuance of sub-article (2) above on the overall result of the collective bargaining, members who are covered by the agreement on dual union membership between Local Authority Chief Executives and the Danish Union of Teachers and the members of the Union of School Leaders do not have a right to vote.

Furthermore, groups of ordinary members which are not covered by the renewal of the agreements do not have a right to vote. These groups are made up of:

- a) members of IMAK;
- b) members of Fraction 5;
- c) members employed with independent or private institutions/businesses which have a separate collective agreement with DLF;

- d) members who receive public service pension under the rules of the Danish Act on Government Public Service pensions;
- e) members who are pensioners after having been employed with a (county or) local authority under a collective agreement.

Furthermore, in connection with voting rights in membership ballots concerning the overall collective bargaining results in a local authority, the National Executive Committee may decide that other groups of members shall not have a right to vote because they are not employed by a local authority.

(5). Union decisions on other results of agreements and/or bargaining procedures than the ones mentioned in sub-article (2) above are made by the National Executive Committee.

(6). The membership ballot shall be planned in such a way as to secure the secrecy of the ballot. The members can vote "yes" or "no". Prior to the ballot all members who have a right to vote shall be given the opportunity of reading the Congress resolution, see sub-article (1) above, or the result of the collective bargaining, see sub-article (2) above, which the membership ballot concerns.

(7). A Congress resolution, see sub-article (1) above, and the result of collective bargaining, see sub-article (2) above, shall be deemed to be rejected if a majority of the valid votes cast are "no" votes.

In case of cross-union membership ballots for a joint bargaining panel it shall, however, be a condition for a rejection that a majority of the total valid votes cast in all the unions covered by the panel are "no" votes.

In case of a membership ballot for a mediation proposal in pursuance of the Danish Act on the Official Conciliator, these Regulations shall be superseded to the extent the Act lays down different rules.

The National Executive Committee lays down detailed rules regarding the ballots, including regarding participation by the local branches.

The president and vice president of DLF

Article 24.

(1). The president and vice president of DLF are elected by the Congress for a four-year (4-year) period, running from the end of the ordinary Congress in the year of election to the end of the ordinary Congress in the next election year. The

elections shall take place as separate elections of the president and vice president, respectively. The elections take place at the last ordinary Congress in the election period of the National Executive Committee. Candidates for the presidency and vice presidency are nominated by the National Executive Committee. Candidates may also be nominated by the Congress.

(2). If the president of DLF retires during her/his election period, the vice president shall discharge all the president's duties until the next ordinary Congress at which a new president is to be elected. Consequently, the newly elected president's election period will run from the end of the Congress at which she/he was elected and till the end of the election period of the retired president.

(3). If the vice president of DLF retires during her/his election period, the National Executive Committee shall appoint a vice president from among its other members. The vice president thus appointed shall act in this capacity until the next ordinary Congress, but see article 19(2), where a new vice president is to be elected. Consequently, the newly elected vice president's election period will run from the end of the Congress at which she/he was elected and till the end of the election period of the retired vice president.

(4). The detailed rules governing such elections are laid down by the National Executive Committee.

(5). A motion of censure against the president of DLF can be discussed at a duly convened Congress if such motion has been included in the agenda in due time and notified to the members together with the agenda.

If the Congress passes such motion, the National Executive Committee will convene an extraordinary Congress to be held within one (1) month, excluding school holidays, with the purpose of electing a new president of DLF. The new president thus elected shall immediately take up office with the remaining part of the election period of the retired president as her/his term of office.

(6). A motion of censure against the vice president of DLF can be discussed at a duly convened Congress if such motion has been included in the agenda in due time and notified to the members together with the agenda.

If the Congress passes such motion, the National Executive Committee will convene an extra-

ordinary Congress to be held within one (1) month, excluding school holidays, with the purpose of electing a new vice president of DLF. The new vice president thus elected shall immediately take up office with the remaining part of the election period of the retired vice president as her/his term of office.

Election of the National Executive Committee

Article 25.

(1). The National Executive Committee consists of the president, the vice president and twenty-one (21) elected members.

(2). The chairman of the Union of School Leaders and the chairman of the National Branch of Student Teachers shall also be members of the National Executive Committee.

Article 26.

(1) Every four (4) years, in year 2011, 2015, etc., twenty-one (21) members of the National Executive Committee shall be elected with effect from the next 1 January, see article 29(1). For the purposes of this election Fractions 1 and 2 and the members of Fraction 3 who are not members of the Union of School Leaders make up Election Group I, while Fraction 4 makes up Election Group II.

(2). Members of Fraction 2 who are members of the Union of School Leaders and the members of the National Branch of Student Teachers shall not have any right to vote in this election.

(3). Election Group I is given twenty (20) seats in the National Executive Committee. Election Group II is given one (1) seat.

(4). The first alternate chairman of the National Branch of Student Teachers shall be the vice chairman of the branch. The second alternate chairman shall also be a member of the executive board for the National Branch of Student Teachers.

Article 27.

(1). The election is called in a members' journal forwarded to all members entitled to vote not later than on 20 October in the year in which the election is to be held. At the same time candidate nominations are invited.

The National Executive Committee is in charge of the election, which in addition to the provisions of

articles 27 and 28 lays down detailed rules for the election.

- (2). A candidate nomination is only valid when:
1. received by DLF not later than on 15 November;
 2. stating the name and address of a candidate and a first and second alternate of such candidate;
 3. recommended by minimum twenty (20) and maximum fifty (50) members supporting the candidature;
 4. accompanied by a statement from the nominated candidate to the effect that the nominated candidate and the nominated alternates are willing to accept election;
 5. the candidate as well as the two alternates and all supporters in pursuance of article 6(1) and (3) have a right to vote in the election and belong to the same Election Group.

No member can be a candidate and an alternate at the same time.

None of the nominated candidates and alternates can support a candidate as well, and no member can support more than one (1) candidate.

If a member has signed as a supporter of more than one (1) candidate, the name of such member shall be deleted from all candidate nominations.

All lists must have personal signatures.

All candidate nominations contrary to the above rules shall be rejected.

Article 28.

(1). If within an Election Group more candidate nominations than the number of seats to which the Election Group is entitled are not received, the Election Group is entitled to have such nominated candidates elected without a ballot.

(2). If within an Election Group more compliant candidate nominations are received than the number of seats to which the Election Group is entitled, the Election Group is entitled to have an election according to the following rules:

The names of the nominated candidates and their supporters are published in a members' journal forwarded to all members.

Each member in Election Group I who has a right to vote has eighteen (18) votes. These votes can be cast for one candidate or be

divided between several candidates. Each member in Election Group II who has a right to vote has one (1) vote.

A member can only vote for candidates nominated in the Election Group which covers the group of members in which such member is listed in the central system of members of DLF.

(3). The election shall be planned in such a way as to secure the secrecy of the ballot. No more than ten (10) days may pass from the start of the period during which the members can vote and until its end.

(4). When the ballot has been completed, the votes cast for each candidate are counted and within each Election Group seats are given to the candidates who have the highest number of votes. Lots shall be drawn in case of equality of votes.

Article 29.

(1). Elections to the National Executive Committee shall be effective for the next four (4) calendar years from 1 January 2008, 2012, 2016, etc.

(2). If a member of the National Executive Committee ceases to be an ordinary member of DLF, such member shall immediately retire from the National Executive Committee.

(3). If a member retires from the National Executive Committee during the election period, the alternate of such member shall take her/his place.

(4). If a member of the National Executive Committee is absent due to sickness for a period exceeding half a year, the alternate shall take her/his place during such member's spell of sickness.

(5). If a retiring member has no alternates, a supplementary election of a new member shall be held in the Election Group in question in pursuance of the rules in articles 27 and 28. If six (6) months or less remain until the end of an election period of the National Executive Committee, no supplementary election pursuant to articles 27 and 28 shall be held, but the other members of the National Executive Committee shall remain in office if the remaining number of members of the National Executive Committees is seventeen (17) or more.

The dates of the election shall be fixed by the National Executive Committee.

(6). A motion of censure against the National Executive Committee shall be put to a membership ballot if the motion is made by minimum ten (10) percent of DLF's ordinary members distributed on minimum twenty (20) local branches.

(7). A membership ballot, see (6), shall be held not later than two (2) months (excluding the school summer holiday) after receipt of a request to that effect. The ballot shall be written and secret and a vote of "yes" or "no" may be cast. If a motion of censure against the National Executive Committee is passed, a new election for the National Executive Committee shall be called, see articles 26, 27 and 28, with the exception of the provisions regarding dates.

A motion of censure against the National Executive Committee shall be deemed to be passed if a majority of the votes cast are "yes" votes.

The National Executive Committee shall lay down detailed rules regarding the election, including regarding participation by the local branch.

The election is called in a members' journal forwarded to all members entitled to vote not later than three (3) weeks after the passing of the motion of censure. The deadline for nominating candidates shall be minimum two (2) weeks and maximum four (4) weeks from the calling of the election (excluding the school summer holiday).

The National Executive Committee thus elected shall take up office on the weekday after the election result is known and the newly elected National Executive Committee's election period shall run until the end of the election period of the prematurely retired National Executive Committee.

(8). If a motion of censure against the National Executive Committee is passed six (6) months or less before the end of the election period of the National Executive Committee, see article 29, the new election shall replace an ordinary election to the National Executive Committee, and the election period of the newly elected National Executive Committee shall be extended by a period of the same length as the remaining election period of the retiring National Executive Committee.

(9). The membership ballot does not cover the president of DLF, the vice president of DLF, the chairman of the Union of School Leaders and the chairman of the National Branch of Student Teachers, see article 25(2).

Activities of the National Executive Committee

Article 30.

(1). The National Executive Committee is responsible for the day-to-day management of DLF. It is bound by the constitution of DLF and the resolutions of the Congress, but otherwise it is fully authorised to act on behalf of DLF.

(2). The National Executive Committee exercises DLF's right to negotiate.

(3). The National Executive Committee is responsible for the assets of DLF and their use according to the authorised purposes.

(4). The National Executive Committee manages the Support Fund of the Danish Union of Teachers and makes decisions about the use of the Fund's assets according to the resolutions of DLF.

(5). In case of disputes legally notified to employers, employer authorities or parties to the collective agreement, the National Executive Committee is authorised, with binding effect for the members or groups of members not covered by a general agreement with the Teachers' Central Organisation, to terminate any position or any paid, professional office belonging under the bargaining area of DLF.

Article 31.

(1) The National Executive Committee elects its own president and vice president. It sets up committees and advisory and coordinating forums to assist in the committee work in relation to the specific areas of interest of its members. The election of president and vice president shall ensure that the interests of the various groups of members are safeguarded, in relation to specific areas of interest as well as general terms of salary and employment.

(2). The National Executive Committee shall convene for a meeting when the president so decides, or when minimum nine (9) of its members so request and state the subjects they wish to discuss. In the latter case the meeting shall be held not later than one (1) week after receipt of such request.

The president, or the vice president in her/his absence, shall preside over the meetings of the National Executive Committee.

(3). In case of oral negotiations, the National Executive Committee shall be deemed to form a quorum when seventeen (17) of its members are

present. All decisions shall be made by ordinary majority of votes. Minutes shall be taken of the discussions of the National Executive Committee.

(4). The representative of the Union of School Leaders and the representative of the National Branch of Student Teachers shall not have a right to vote in cases covered by DLF's right to negotiate. Members of the National Executive Committee from IMAK shall not have a right to vote in cases covered by DLF's right to negotiate.

The member of the National Executive Committee from Fraction 4 is not entitled to vote on issues regarding DLF's right to conclude agreements, with the exception of issues covered by DLF's general right to conclude agreements in the government area.

(5). The members of the National Executive Committee will have their expenses for postage, telephone, etc. and their expenses in connection with the meetings refunded by the treasury of DLF in pursuance of rules laid down by the National Executive Committee.

The National Executive Committee will approve external entertainment expenses that entitle a member to a fee in each individual case.

Every four (4) years the National Executive Committee presents a proposal for bonus and cost supplements for the president of DLF, the vice president of DLF, the other members of the Executive Board of DLF and for the other ordinary members of the National Executive Committee, including the chairman of the National Branch of Student Teachers, for approval by the Congress at the ordinary Congress prior to the new election period of the National Executive Committee.

(6). The National Executive Committee shall lay down its own rules of procedure, see article 33(2), article 34(2) and article 35(2) and (3), with the restrictions stipulated in this article.

Umpire function

Article 32.

(1) An umpire function shall be established with external participation to settle disputes between the individual member and the local and central elements of DLF regarding the correctness of concrete decisions concerning individual persons, the handling of cases and other services provided to the individual member. Rules and

guidelines shall apply to the activities of the national union as well as its local branches. The umpire function shall make the final, internal decision in the case, but see article 5(3) regarding a member's possibility of having an exclusion considered by the Congress.

The detailed provisions regarding the activities, structure and competencies of the umpire function are laid down by the National Executive Committee.

Financial year, audit, power to bind DLF

Article 33.

(1). The financial year of DLF is the calendar year. The financial statements are audited by the auditors elected by t and a state-authorized public accountant elected by the National Executive Committee. The audited financial statements shall immediately following their presentation to the Congress be published in a members' journal forwarded to all members.

(2). Securities belonging to DLF or securities managed by the Support Fund of the Danish Union of Teachers can only be signed for or transferred according to the rules in this regard stipulated in the rules of procedure of the National Executive Committee.

(3). Acquisition and sale of real property can only take place following a decision by the National Executive Committee.

(4). Loans may be raised from banks and real property mortgaged only following a decision by the National Executive Committee.

The secretariat

Article 34.

(1). The president is responsible for the activities of the secretariat.

(2). The National Executive Committee will engage a manager of the secretariat and any necessary assistance in accordance with detailed provisions in its rules of procedure.

Members' journals

Article 35.

(1) DLF publishes members' journal(s) and related website(s).

(2). The National Executive Committee engages an editor responsible under press law in accordance with the detailed provisions of its rules of procedure. Similarly it engages assistants to such editor following negotiations with the editor.

(3). The editorial team of the members' journals shall be kept informed about the work of the National Executive Committee and has access to attend the meetings of the National Executive Committee and the committees in pursuance of the provisions of the rules of procedure.

Deadlines

Article 36.

In case of deadlines stipulated in this constitution or in accordance herewith in connection with submission of candidate nominations and lists of supporters, ballot papers, requests for the holding of an extraordinary Congress, regarding membership ballots, requests for items to be included in agendas and similar situations, the deadline shall expire at 16:00 on the date stipulated. In case a date is a Saturday, Sunday or holiday, the deadline shall be postponed to the next weekday at 16:00.

Dissolution of DLF

Article 37.

(1). A resolution to dissolve DLF can only be passed by two successive ordinary Congresses, at which minimum two-thirds (2/3) of the Congress delegates vote in favour of such dissolution.

(2). In case DLF is dissolved, its assets shall be used as directed by the Congress.

Amendment of Regulations

Article 38.

(1) These Regulations can only be amended by the Congress at an ordinary or extraordinary meeting and only if a proposal to that effect has been made to the National Executive Committee not later than six (6) weeks prior to the holding of the meeting.

The concrete proposal for an amendment of the Regulations shall be forwarded to the delegates not later than four (4) weeks before the commencement of the Congress (not including the first day of meetings).

(2). To adopt an amendment of the Constitution, minimum two-thirds (2/3) of the delegates present are required to vote in favour of the amendment.

Coming into force and transitional provisions

Article 39.

(1) Until the end of 2016 the National Executive Committee shall be authorised - in relation to the Union of Teachers of Copenhagen and for a limited period - to decide to deviate from the provisions of article 10(2) to the effect that Congress delegates are required to be members of the local branch executive committee and article 15(2) regarding the election period for Congress delegates.

(2). This Constitution shall come into force when adopted.

This Constitution are adopted at the ordinary Congress of the Danish Union of Teachers on 9 - 10 September 2010.

Index

<u>Remuneration</u> , of the National Executive Committee	art. 31(5)	other organisations	art. 3(3)
<u>Agreements, the Congress</u>	art. 20(3)	<u>IMAK</u> ,	
<u>Ordinary members</u>	art. 3(1)-(4)	Congress delegates	art. 15(2)
fractions, division into	art. 13	membership of local branch	art. 10(3)
membership of local branch	art. 10(3)-(6)		
admission of	art. 3(2), art. 3(4)	retired members (pensioners)	art. 10(4)
	art. 6	special fund	art. 8(4), art. 8(5), art. 9(8)
eligibility, voting right		Support Fund	art. 8(3)
<u>Report</u>		Regulations, deviation from	art. 10(13)
the Congress	art. 20(2)	<u>Assignment</u> , to local branch	art. 10(3) - (7)
local branch	art. 10(8)	<u>Registered address</u> , of DLF	art. 1
<u>Quorum</u>		<u>The National Executive Committee</u>	
The National Executive Committee	art. 31(3)	responsibility	art. 30
the Congress	art. 21(2)	Quorum	art. 31(3)
<u>Agenda, for the Congress</u>	art. 20(1), art. 20(6)	nominated candidates	art. 27(2)
		election of president and vice president	art. 31(1)
<u>The Danish Union of Teachers in South Slesvig</u> , deviations		motion of censure	art. 29(6) - (9)
special fund	art. 8(4), art. 8(5) and art. 9(8)	composition	art. 25
		election	arts. 26-28
Regulations, deviation from	art. 10(13)	Election Groups	art. 26
<u>Dual union membership</u>		election period	art. 29(1)
ordinary members	art. 3(2) para f	calling of election	art. 27(1)
exemptions, granted by the National Executive Committee	art. 8(11)	activities	arts. 30-31, art. 33(2) - (4)
resignation of membership	art. 5(1)	<u>Convening of a Congress</u>	art. 19(1), art. 20(1)
<u>Expulsion</u>	art. 5.(3)-(4)	<u>Application for membership</u>	art. 4
<u>Extraordinary Congress</u>	art. 19(2)	<u>Waiting period</u> , for assistance	art. 4(3) - (4)
<u>Local union clubs</u>	art. 10(10)		
assets of DLF, responsibility for	art. 30(3)	<u>Collective termination</u>	art. 30(5)
<u>Right to negotiate</u>		<u>Dispute</u>	
of DLF	art. 2, art. 30(2)	other organisations, local branch	art. 10(11)
<u>President and vice president</u>	art. 24	support to	
<u>Purpose</u> , of DLF	art. 1(2), art. 2	extraord. membership fee	art. 8(5)
<u>Binding cooperation between local branches</u>	art. 12	assistance in case of disputes	art. 9(5)
<u>Fractions</u>		purpose, of DLF	art. 2(3)
election of Congress delegates	art. 17	collective termination	art. 30(5)
division into	art. 13	disbursement from Special Fund	art. 9(5) - (6)
eligibility, voting right	art. 6	<u>Congress delegates</u>	
Congress delegates	art. 16(2)	allocation to local branches and fractions	art. 16
<u>Fraction meetings</u> , at the Congress	art. 22(4)	expenses, the Congress	art. 19(3)
		election, fractions	art. 17
<u>Guarantee Fund</u> , of the Teachers' Central Organisation	art. 9(2)	election, local branches	art. 10(2)
<u>General meeting</u> , local branches		election in branches in case of motion of censure	art. 10(12)
ordinary	art. 10(8)	election period	art. 15(2)
Extraordinary	art. 10(12)	<u>Congress, the</u>	arts. 15 - 22
<u>Re-admission</u>	art. 4(4)	quorum	art. 21(2)
<u>Refund of expenses</u> , the National Executive Committee	art. 31(5)	chairman, election	art. 21(1)
<u>Demarcation agreements</u> ,		agenda	art. 20(1)-(6)
		Extraordinary	art. 19(2)
		fractions, number of delegates	art. 16(2)
		retirement, delegate	art. 18(2) - (5)
		convening of	art. 19(1), art. 20(1)
		authority	art. 15

ordinary minutes	art. 19(1) art. 21(4)	fractions	
alternate delegate	art. 18(2) - (6)	<u>Guarantee Fund of the Teachers' Central Organisation</u>	art. 9(2)
without voting right, attend membership ballot, Congress resolution	art. 22(1) art. 23(1), (3), (6) and (7)	<u>Union of School Leaders, the</u>	art. 10 B
election period, delegate	art. 18(1)	local union clubs	art. 10 B(5)
<u>Congress election</u>	art. 15(2)	chairman	art. 10 B(2)
<u>Election of president and vice president, of the National Executive Committee</u>	art. 31(1)	members	art. 10 B(1)
<u>Membership fee</u>	art. 8	Committee of Representatives	art. 10 B(4) - (5)
fixing, the Congress	art. 8(2), art. 20(2)	executive committee regulations	art. 10 B(2) art. 10 B(3)
local branches	art. 10(10)	cooperation, guidelines	art. 10B(5)
newly admitted members	art. 4(2)	<u>Confidential meetings, the Congress</u>	art. 22(3)
Special Fund, extraordinary membership fees for	art. 8(5)	<u>Teachers' Central Organisation, the</u>	art. 2(1)
<u>Exemption from membership fee</u>	art. 8(6)	The Danish Union of Teachers' representation in	art. 15(3)
age of 75 years attained	art. 8(1)	<u>National Branch of Student Teachers, the</u>	art. 10 A
local branch membership fee	art. 10(10)	Delegates	art. 10 A(3)
<u>Partial exemption from the payment of membership fee</u>	art. 8(6)	chairman, vice chairman	art. 10 A(3)
<u>Back fees</u>	art. 4(4), art. 5(2)	executive board	art. 10 A(3) - (4)
<u>Contact persons</u>		clubs, teacher training colleges	art. 10 A(2)
for members with a permanent place of employment	art. 11 A	executive committee of the National Branch	art. 10 A(4)
for members without a permanent place of employment	art. 11 B	Membership	art. 10 A(1)
<u>Local branches</u>	art. 10	motion of censure	art. 10 A(6)
general meeting	art. 10(8)	regulations	art. 10 A(5)
assignment of ordinary members	art. 10(3) - (6)	annual meeting	art. 10 A(3)
division into	art. 10(1)	<u>Members' journals</u>	art. 2(5), art. 35
Congress delegates, allocation of	art. 16(3) - (4)	<u>Motion of censure</u>	
Congress delegates, election of	art. 10(2)	president	art. 24(5)
cooperation between local branches, binding	art. 12	the National Executive Committee	art. 29(6) - (9)
National Branch	art. 10(2) and (6)	contact persons	art. 11 A(3) art. 11 B(3)
vote of censure	art. 10(12)	local branch executive committee	art. 10(12)
audit of financial statements	art. 10(8)	The National Branch of Student Teachers	art. 10 A(6)
executive committee	art. 10(9)	vice president	art. 24(6)
assistance for other purposes	art. 10(11)	shop steward	art. 11(3)
special members	art. 10(7)	<u>Name, of DLF</u>	art. 1
regulations	art. 10(10)	<u>Dissolution</u>	
amendment	art. 10(1)	DLF	art. 37
<u>Division into local branches</u>	art. 10(1)	local branches	art. 10(1)
<u>Branch executive committee</u>	art. 10(9)	<u>Umpire function</u>	art. 32
<u>Gender-based quota system</u>	art. 6(2)	<u>Inclusion in Congress agenda</u>	art. 20(5)
<u>National Branch</u>	art. 10(2) and (6)	<u>Ordinary Congress</u>	art. 19(1)
<u>National election, Congress delegates of the</u>	art. 17(1) - (7)	<u>Minutes, Congress</u>	art. 21(4)
		<u>Presentation of financial statements, of DLF</u>	art. 20(2)
		<u>Financial year, of DLF</u>	art. 20(6)
		<u>Audit of financial statements</u>	art. 33(1)
		<u>Auditor, elected by the Congress</u>	art. 33(1) art. 20(4)

<u>The secretariat</u>	art. 34	Management	art. 30(4)
<u>Written ballot</u> , Congress	art. 19(4)	purpose	art. 2(7)
<u>Voting right</u> , in general	art. 6	financing	art. 8(3)
<u>Assistance for other purposes</u>		power to bind	art. 33(2)
DLF, purposes	art. 2(10), art. 2(12)	<u>Membership ballot</u>	
DLF, Special Fund	art. 9(1)	negotiation of agreements	art. 23(2)
the local branch	art. 10(11)	Congress resolutions	art. 23(1)
<u>Alternate</u> , of Congress delegate	art. 18(2) - (6)	members entitled to vote	art. 23(3) and (4)
<u>Special Fund</u>	art. 9	<u>Eligibility</u>	art. 6
extraordinary membership fee	art. 8(5)	<u>Election period</u>	
purpose	art. 9(1)	delegates from Fraction 5	art. 15(2)
transfer	art. 8(4)	president/vice president	art. 24(1), art. 24(2)
Guarantee Fund of the Teachers' Central Organisation	art. 9(2)	the National Executive Committee	art. 29(1)
transfer to the local branches	art. 9(7)	Congress delegates	art. 15(2)
accounts	art. 9(3)	contact persons	art. 11 A(2) art. 11 B(2)
repayment	art. 9(6)	local branch executive committees	art. 10(9)
disbursement	art. 9(5)	teacher training college representatives, the National Branch of Student Teachers	
<u>Special members</u>	art. 7, art. 3(5)	shop stewards	art. 11(2)
dual union membership	art. 3(6)	<u>Regulations</u>	
membership of local branch admission	art. 10(7) art. 3(5) and (6)	of DLF, coming into force	art. 39(2)
<u>Power to bind</u> , DLF	art. 33	of DLF, amendment	art. 38
<u>Deadlines</u>	art. 36	the National Executive Committee, deviation	art. 10(13)
<u>Shop stewards</u>	art. 11	of the local branches	art. 10(10)
Tasks	art. 11(1)	National Branch of Student Teachers, the	art. 10 A(5)
motion of censure	art. 11(3)	Union of School Leaders, the	
election period	art. 11(2)	<u>Annual meeting</u> , Fraction 4	art. 10B(3)
<u>Additional delegates</u>	art. 16(4)		art. 14
<u>Resignation of membership</u>	art. 5		
<u>Support Fund</u> , of the Danish Union of Teachers	art. 2(7)		
eligibility for assistance	art. 8(3)		

Contents

Name, registered address, purpose and activities of DLF, articles 1 and 2	2
Members, article 3	2
Admission for and resignation of membership, articles 4 and 5	3
Eligibility and voting rights, article 6	4
Special members, article 7	4
Membership fee, article 8	4
Special Fund, article 9	5
Local branches, article 10	6
The National Branch of Student Teachers, article 10 A	8
The Union of School Leaders, article 10 B	9
Shop stewards and contact persons, articles 11, 11 A and 11 B	10
Binding cooperation between local branches, article 12	11
Fractions, article 13	11

	26	
Annual meeting of Fraction 4, article 14		12
Election of the Congress, articles 15 -18		12
Congress meetings, article 19 - 22		15
Membership ballot, article 23		16
The president and vice president of DLF, article 24		17
Election of the National Executive Committee, articles 25 -29		18
Activities of the National Executive Committee, articles 30 - 31		20
Umpire function, article 32		20
Financial year, audit and power to bind DLF, article 33	21	
The secretariat, article 34		21
Members' journals, article 35		21
Deadlines, article 36		21
Dissolution of DLF, article 37	21	
Amendment of Regulations, article 38		21
Coming into force and transitional provisions, article 39		22
Index		23