Recommendation No. 1.

A Central Board, having semi-autonomous authority, should be established comprising representatives from trade unions, employers, Government (including Ministries of Labour and Education) and educational institutions.

Its primary functions should be to:

A. Lay down policy;
B. Administer the programmes, allocate funds, inspect, co-ordinate, audit accounts; etc.
C. Arrange for the provision of educational materials;
D. Establish standards for teachers and programmes;
E. Encourage the establishment of active educational departments within the national unions and federations; and
F. Otherwise stimulate and promote the development of workers' education.

Recommendation No. 2.

At the instance of the Central Board or when a local demand is made, State and/or Regional Boards on the pattern of the Central Board should be set up as soon as practicable.

Within their respective areas, the functions of these Boards should be similar to those of the Central Board.

Recommendation No. 3.

Local Workers' Education Boards should be created in industrial centres by existing Boards or on the initiative of the local interested parties.

The Local Boards should encourage local workers' education activities and administer approved programmes.

Recommendation No. 4.

Any industrial worker, whether literate or illiterate, trade union member or not, and full-time union officials and staff should be eligible for the services provided by the Boards.

Selection of candidates for the Workers' Education Programme should be made jointly by the trade unions and educational institutions.

Recommendation No. 5.

Where trade unions exist, applications for workers'
education should be channelled through such trade unions. In the absence of trade unions, workers may apply direct to their respective Boards.

Recommendation No. 6.

A series of programmes should be organised in existing educational institutions, at local union level, community centres, places of employment, or at labour colleges and schools that may be established to provide instruction in:

A. Trade union consciousness;
B. The purposes, functions and administration of trade unions;
C. The conduct of union-management relations and knowledge of the industry; and
D. The development of a mature individual and his role as a citizen.

Recommendation No. 7.

Instruction should be provided for programmes as follows:

A. Single-session conferences;
B. Part-time classes during and/or outside working hours;
C. Full-time courses from one week to three months or of a longer duration when required; and
D. Such other methods as may be found desirable.

Full attention should be paid to the techniques of instructions such as informal discussions, role-playing, field work, seminars, lectures, films, correspondence courses etc.

Recommendation No. 8.

Provision should be made for training teachers and programme administrators for full and part-time assignments. While existing facilities should be used to their maximum, an initial project of teacher-administrator instruction should be inaugurated forthwith.

Recommendation No. 9.

Suitable materials in the necessary languages should be prepared consisting of:

A. Pamphlets, books and charts;
B. Teaching manuals and guides;
C. Audio-visual aids.

Recommendation No. 10.

Institutions and individuals interested in workers' education should be encouraged to form a non-official workers' Education Association acting in co-operation with the adult education movement.
Recommendation No. 11.

The Workers' Education Programme should be financed by:

A. Central and State Government grants;
B. Contributions from trade unions;
C. Assistance in kind from educational institutions, e.g., class rooms, libraries, teaching, etc.;
D. Support by employers through payment of release time wages for the duration of the training period; and
E. Grants from funds consisting of unpaid wages, fines, canteen profits, etc.

In allocating the resources, due regard should be paid to the importance of initiating the programmes, and providing services and materials in preference to sponsoring any ambitious programme involving capital expenditure on buildings.

Recommendation No. 12.

Consideration should be given to those matters which might provide a more favourable climate to accomplish the goals of workers' education by:

A. Instituting measures calculated to bring about a strong trade union movement;
B. Providing courses in labour-management relations in educational institutions;
C. Meeting the great need for the Government to set the example as an ideal employer to the worker and/or trade unions engaged in the public sector;
D. Encouraging a wage policy that provides for wage and/or incentive bonus adjustments as productivity rises; and
E. Undertaking a study of legislation at the Central and State Government levels with the objective of strengthening and Co-ordinating all legislation affecting the trade union movement.