### Appendix C

**UNION DATA SCHEDULE**

1. **Name of the union:**

2. **Name of the affiliating organisation, if any:**

3. **Date of registration:**

4. **Membership of the union as on December 31, 1975:**
   - (a) Men ________  (b) Women ________

5. **Number of members who paid their 1975 subscription:**

6. **Rate of subscription:**

7. **Periodicity of collection:** Monthly/Quarterly/half-yearly/yearly

8. **Mode of collection of membership fees:**

9. **Any rival union? Please give particulars:**

10. **Sources of income during 1975:**
    - (a) opening balance,
    - (b) subscription from members,
    - (c) donations,
    - (d) sales of periodicals, books, rules, manuals, etc.,
    - (e) interest on investments,
    - (f) income from other sources (to be specified).

11. **Expenditure during 1975:**
    - (a) salaries, allowances, other expenses of office-bearers,
    - (b) expenses of establishment,
    - (c) auditor's fees,
    - (d) expenses on trade disputes,
    - (e) compensation to members,
    - (f) old age, sickness, funeral, unemployment benefits to members,
    - (g) expenses for educational, religious and social purposes,
    - (h) expenses on periodicals/journals/newspapers,
    - (i) affiliation fees to the central organisations,
    - (j) expenses under section 15(J) of the Trade Unions Act, 1926,
    - (k) expenditure on other items (to be specified).

12. **(a) Political fund during the year 1975, if any:**
    - (b) Number of members contributing to the political fund:
    - (c) How was this fund used?

13. **(a) When were the last elections of the union held?**
    - (b) When are the next elections due?

14. **Names and designations of all office-bearers:**

15. **How do you formulate your demands? In general body meetings/in executive committee meetings/on the advice of the central organisation/any other way.**
16. How many times did the general body meet in 1975?

17. How many times did the executive committee meet in 1975?

18. (a) Do you keep your funds in a scheduled bank?
(b) If so, who operates the account?

19. Which leaflets, posters, etc., did you publish in 1975?

20. How many times did your members hold demonstrations in the last five years?

21. Details of strikes organised by the union during the last five years:

22. How many of your cases were referred for adjudication/conciliation/arbitration during the last five years?

23. Is your union recognised by the management?
(a) If no, what are the reasons (given and real) for non-recognition?
(b) If yes, what facilities do you get?

24. (a) Are trade union notices allowed to be displayed on the notice board of the establishment?
(b) Are you allowed to collect subscriptions within the premises of the establishment?
(c) Are you allowed to hold your meetings within these premises?
(d) Are replies to the letters from your union to the management/government prompt and regular?

25. How often do you need legal advice?
(b) Can you afford to pay for legal advice?
(c) Are you able to get free legal advice from a lawyer who is a non-member/member/office-bearer of your or any other union?