



## **BY-LAW N° 4**

### **CONCERNING THE COLLECTION OF DUES FROM UNIONS**

**February 2005**

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### **BY-LAW CONCERNING THE COLLECTION OF DUES FROM UNIONS**

#### **ARTICLE 1 - OBJECTIVE**

##### **1.1 Objective of the By-Law**

The objective of this by-law is to identify operations related to the collection of dues from unions as defined in chapter 3 of the Federation's Statutes.

#### **ARTICLE 2 - PAYMENT OF DUES**

**2.1** At the same time that it sends its contributions to the Centrale, the union must send the Centrale the dues owed to the Federation.

##### **2.2 CSQ as Collection Agent**

The union which designates the CSQ as its collection agent must advise the Centrale and sign a collection agreement with the Centrale (Appendix A).

##### **2.3 The Union as Collection Agent**

- A) Any union for which the CSQ is not the collection agent must pay its dues to the CSQ or to the Federation according to the terms and conditions outlined in collective agreements, within fifteen (15) days of the payment of union dues by each employer.
- B) With each payment, the union must send the following information for each negotiating unit:
- the real earnings paid to dues-paying members from the first to the last day of the salary period;
  - the date on which the salary was paid during the salary period;
  - the amount of dues deducted during the salary period;
  - the date on which the employer sent the payment to the union.

### **ARTICLE 3 - GENERAL PROVISIONS**

- 3.1** Late payment of dues by a union shall have interest added at a rate of one-and-a-half percent (1.5%) per month.
- 3.2** The interest will only begin to be applied after the Federation has written to the union advising it of its lateness.
- 3.3** If the lateness is caused by the employer, the provisions of the collective agreement shall apply and the amounts of interest collected from the employer will be divided, if such is the case, between the Union, the Federation and the CSQ, prorated to each body's share of dues.
- 3.4** Based on a recommendation from the Federation's Vice President in Charge of Financial Affairs, the Executive Committee can request a verification of a union's payment of dues.  
The Executive Committee must give a union advance written notice of ten (10) days of such a verification and provide reasons.
- 3.5** These obligations do not dispose of the Union's obligations to the Centrale, or its obligation to take measures to ensure that the employer pays the dues deducted within the deadlines indicated in the collective agreements.

### **APPENDIX A**

**"SEE PDF DOCUMENT"**