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annual
report
of the
Certification Officer
for Northern Ireland

1999

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Article 69(7) of the Industrial Relations (NI) Order 1992 requires the Certification Officer to submit to each of you, a report on his activities during the previous financial year. I have pleasure in submitting the report for the period 1 April 1998 to 31 March 1999.



S McELREA
Certification Officer for Northern Ireland

28th January 2000

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This is the seventh Annual Report to be published since the post of Certification Officer was established in 1992. It deals with the activities of the Certification Officer during the financial year 1 April 1998 to 31 March 1999. Mr Allan McAlister, my predecessor, held the post for the first ten months of this period until his retirement on 31 January 1999. I took up my appointment on 1 February 1999. The Certification Officer's functions are contained in the Industrial Relations (Northern Ireland) Order 1992 (as amended) and in the Trade Union and Labour Relations (Northern Ireland) Order 1995.

They include responsibility

Under the 1992 Order -

under Part II, Articles 5 and 6 - for maintaining lists of trade unions and employers' associations, and for determining the independence of trade unions;

under Part II, Articles 11 and 12 - for dealing with complaints by members that a trade union has failed to maintain an accurate register of members; seeing that trade unions and employers' associations keep proper accounting records, have their accounts properly audited and submit annual returns; the investigation of the financial affairs of trade unions and employers' associations; and ensuring that statutory requirements concerning the actuarial examination of members' superannuation schemes are observed;

Under the 1995 Order -

under Part III, Article 22 - for dealing with complaints by members that a trade union has failed to comply with one or more of the provisions of the 1995 Order requiring it to hold secret postal ballots for electing members of its executive committee, its president and general secretary;

under Part V, Articles 45, 54 and 71 - for approving political fund rules of Northern Ireland based unions, approving the "contracting-in" rule for Northern Ireland members of trade unions based elsewhere, and for dealing with trade union members' complaints about political funds;

under Part VI, Article 73 to 90 - for ensuring that the statutory procedures for amalgamations, transfers of engagements and changes of name are complied with, and dealing with complaints by members about the conduct of merger ballots.

These functions are discussed in the following chapters.

In his last report, my predecessor noted that a review was being carried out of 13 GB unions which allowed their NI members to contribute to the unions' Political Funds. The need for such a review arose because inappropriate practices had been identified in a number of cases. This review has proved complex and time-consuming and there has been no lessening of activities arising from it throughout the period of this report. Progress to date is reported in Chapter 6 - Political Funds.

In addition, during the year there has been a significant increase in the number of enquiries from trade union members concerning financial matters, representation and defence of members.

Finance and Support Services

The Labour Relations Agency is responsible for providing

the Certification Officer with the finance and support services necessary for the performance of his statutory duties but this in no way affected the exercise of his functions independently both of the Agency and the Department of Economic Development.

Accounts of the Office, prepared under Paragraph 15(2) of Schedule 4 to the 1992 Order, are published separately by the Labour Relations Agency. The net cost of the Office for the year ended 31 March 1999 was £63,008. The Certification Officer's salary remained unchanged at 31 March 1999 and was £6,695 excluding Employers NI contribution, for a one-day week. These sums are not pensionable and are taxed under PAYE.

The Certification Office is committed to the prompt payment of bills for goods and services received in accordance with the Confederation of British Industry's Prompt Payment Code. Unless otherwise stated in the contract, payment is due within 30 days of the receipt of goods or services or presentation of a valid invoice or similar demand, whichever is the later. During the period of this report 100 per cent of bills were paid to this standard.

Complaints and Hearings

The office receives many enquiries and requests for guidance from trade unions, employers' associations and their members. Often we can help, but there are constraints on the advice that can be given. It is, for example, inappropriate (unless the law requires it) to give guidance on, or prior approval to, a specific course of action in those areas where complaints can be made by an individual member.

Where a complaint is made, the Certification Officer has to investigate it and decide it impartially on the facts of the case and in the light of representations made by the parties concerned. He can make payment towards the expenses incurred by the complainant and a friend in attending the hearing. Assistance with legal costs is not available. During the period of this report no payments were made.

Advice and Contacts for Information

Guidance booklets covering different aspects of the Certification Officer's responsibilities are available free of charge. They are listed in Appendix 11. Requests for the booklets and for further information on any aspect of the Certification Officer's duties should be made to the Certification Office, 2-8 Gordon Street, Belfast BT1 2LG, telephone and fax: 028 90 237773, e-mail: cert_office@nicertoffice.fsnet.co.uk. A text phone number is also available for those customers with hearing difficulties. Those who wish to use this service should ring 028 90 238411.



Any trade union or employers' association may apply to have its name included in the public lists maintained by the Certification Officer. This chapter sets out the background to that process. The lists of Northern Ireland organisations are set out in full in Appendices 1 and 4.

Entry in the lists and its significance

- 1.1 The Certification Officer maintains a list of trade unions and a list of employers' associations in accordance with the provisions of Article 5 of the 1992 Order.
1.2 Listing is voluntary and any organisation of workers or of employers may apply to be listed. If the Certification Officer is satisfied that the organisation falls within the appropriate definition, he must enter its name in the relevant list. Entry in the list is usually a simple process and means no more than that the body concerned satisfies the statutory definition. The 1992 Order does not impose any test of size, effectiveness or viability. Articles 3(1) and 4(1), which set out the statutory definitions, are reproduced in full at paragraph 1.17.
1.3 Any organisation aggrieved by the refusal of the Certification Officer to enter its name in the relevant list may appeal to the High Court.
1.4 For trade unions, listing is an essential preliminary to any application for a certificate of independence under Article 6 of the 1992 Order. It is also one of the requirements for obtaining tax relief in respect of expenditure on provident benefits. There are no corresponding advantages for employers' associations.
1.5 Application must be made on the appropriate form and be accompanied by the statutory fee, (see Appendix 9). The form CO(ND1) can be obtained on request from the Certification Office.
1.6 The current lists are available for inspection free of charge at the Certification Office, 2-8 Gordon Street, Belfast BT1 2LG.
1.7 There were no applications for listing during the period of this report.

Removal from the lists

- 1.8 If, at any time, it appears to the Certification Officer that an organisation whose name is entered on the relevant list is not a trade union or an employers' association, he may, after giving the organisation concerned the opportunity to make representations, remove its name from that list. There is a right of appeal to the High Court against removal of a name from a list. The Certification Officer must also remove the name of an organisation from the list if he is satisfied that it no longer exists or if the organisation requests that he should do so.
1.9 On 31 December 1998, the Certification Officer removed The Association of Principals of Colleges (NI) from the list of trade unions following its dissolution. The list of Northern Ireland employers' associations remained unchanged.

- 1.10 The GB Certification Officer removed the following bodies, which had Northern Ireland members, from his lists following their dissolution.

Table with 2 columns: Trade Unions, Effective Date. Row: Communication Managers' Association, 8/5/98

Table with 2 columns: Employers' Associations, Effective Date. Row: Incorporated National Association of British and Irish Millers Ltd, 29/4/98

Additions to the Lists

- 1.11 There were no additions to the Northern Ireland lists during the period of the report.
1.12 The GB Certification Officer added the following bodies, which have Northern Ireland members, to his lists.

Table with 2 columns: Trade Unions, Effective Date. Row: Civil and Public Services Union, 2/10/98

Table with 2 columns: Employers' Associations, Effective Date. Row: None

Special register bodies

- 1.13 Under GB law a special register was established in 1971 which allowed organisations which were either registered companies or incorporated by charter or letters patent and which took part in collective bargaining on behalf of their members to be registered. These were usually professional bodies.
1.14 Subsequent legislation in 1974 resulted in trade unions no longer being allowed to have corporate status, although an exception was built into the legislation to preserve the position of those bodies which were already on the special register. Bodies which are removed from the special register for whatever reason are not subsequently allowed to re-enter the register.
1.15 Special register bodies are also exempt from the requirement to conduct elections for the posts of president and general secretary; the voting members of the executive must, however, be elected in accordance with the statutory provisions. The following twelve GB headquartered special register bodies have Northern Ireland members:
Association of Clinical Biochemists Ltd
British Association of Occupational Therapists Ltd
British Dental Association
British Dietetic Association
British Medical Association
Chartered Society of Physiotherapy
Headmasters and Headmistresses' Conference
Royal College of Midwives
Royal College of Nursing of the United Kingdom
Society of Authors Ltd
Society of Chiropodists and Podiatrists
Society of Radiographers



Unlisted organisations

1.16 Because entry in the lists is voluntary, it is not possible to say precisely how many trade unions and employers' associations are in existence at any given time. There may be others meeting the statutory definition of which this Office is unaware. Being unlisted does not limit an organisation's statutory responsibilities in relation to trade union law, and returns from unlisted bodies of which this office is aware are available for inspection along with those of listed organisations.

Following a comprehensive review last year a further eight GB trade unions and eleven GB employers' associations have made returns to the Office for the first time. This is a 12 per cent increase on the number of returns made in the previous year. The office will conduct a review annually.

Statutory Definitions in the 1992 Order

Trade Unions

1.17 Article 3.1 reads as follows:

3.-(1) In this Order "trade union" means an organisation (whether permanent or temporary) which either -

(a) consists wholly or mainly of workers of one or more descriptions and is an organisation whose principal purposes include the regulation of relations between workers of that description or those descriptions and employers or employers' associations; or

(b) consists wholly or mainly of -

- (i) constituent or affiliated organisations which fulfil the conditions specified in sub-paragraph (a) (or themselves consist wholly or mainly of constituent or affiliated organisations which fulfil those conditions); or
- (ii) representatives of such constituent or affiliated organisations;

and in either case is an organisation whose principal purposes include the regulation of relations between workers and employers or between workers and employers' associations, or include the regulation of relations between its constituent or affiliated organisations.

Employers' Associations

Article 4.1 reads as follows:

4.-(1) Subject to paragraph (2), in this Order "employers' association" means an organisation (whether permanent or temporary) which either -

(a) consists wholly or mainly of employers or individual proprietors of one or more descriptions and is an organisation whose principal purposes include the regulation of relations between employers of that description or those descriptions and workers or trade unions; or

(b) consists wholly or mainly of -

- (i) constituent or affiliated organisations which fulfil the conditions specified in sub-paragraph (a) (or themselves consist wholly or mainly of constituent or affiliated organisations which fulfil those conditions); or
- (ii) representatives of such constituent or affiliated organisations;

and in either case is an organisation whose principal purposes include the regulation of relations between employers and workers or between employers and trade unions, or include the regulation of relations between its constituent or affiliated organisations.

(2) References in this Order to an employers' association include references to a combination of employers and employers' associations.



A trade union which is on the list of trade unions may apply for a certificate of independence. This chapter discusses independence and explains how such applications are dealt with and their outcome.

The statutory provisions

2.1 Article 2(1) of the 1992 Order defines an independent trade union as:

'a trade union which -

(a) is not under the domination or control of an employer or a group of employers or of one or more employers' associations; and

(b) is not liable to interference by an employer or any such group or association (arising out of the provision of financial or material support or by any other means whatsoever) tending towards such control'.

2.2 The procedure for determining the independence of trade unions is laid down in Article 6 of the 1992 Order. A union must be listed - see Chapter 1 - before it can apply for a certificate of independence. The Certification Officer must keep a public record of all applications for such certificates and of all decisions reached. A notice of each application is published in the Belfast Gazette at the time. He may not take a decision on any application until at least one month after it has been entered in the record and must take into account any relevant information submitted by third parties. He is required to give his reasons if he refuses a certificate of independence and the union concerned has a right of appeal to the High Court.

2.3 The Certification Officer may withdraw a certificate at any time if he is of the opinion that the trade union concerned is no longer independent. As in the case of a refusal, a trade union aggrieved by a decision to withdraw its certificate has a right of appeal to the High Court.

2.4 Where a question as to the independence of a particular union arises in proceedings before the courts, industrial tribunals or certain other bodies, and no certificate has been issued or refused, the 1992 Order provides that the proceedings may not continue further until that question has been decided by the Certification Officer.

Working methods

2.5 The working methods used by the Office in considering applications for certificates of independence mirror the practice established by the Certification Office in Great Britain. Essentially, they consist of a scrutiny of the applicant union's rules and finances followed, where necessary, by detailed investigation of the union's affairs.

Determining Criteria

2.6 The principal criteria used by the Certification Officer in determining whether or not an applicant

union satisfies the statutory definition are explained in the Office's booklet *Guidance for trade unions wishing to apply for a certificate of independence*. Consideration is given under the following criteria: history, membership base, organisation and structure, finance, employer - provided facilities and negotiating record. Copies of the booklet are available on request from the Certification Office. The Certification Officer reaches his decision on the basis of the criteria as a whole, and in doing so, is strictly bound by the statutory definition. He is not empowered to take into account other considerations such as the effect the issue of a certificate might have on industrial relations.

Procedure

2.7 An application for a certificate of independence must be made on the appropriate form and be accompanied by the statutory fee (see Appendix 9). The form - CO(ND)5 - can be obtained on request from the Certification Office.

Applications/Decisions

2.8 The Certification Officer withdrew the Certificate of Independence of the Association of Principals of Colleges (ND) following its dissolution on 31 December 1998.

2.9 There were no applications for certificates of independence during the period of this report and no decisions were made relating to earlier applications.

G.B. Certification Officer Decisions

2.10 During the year the G.B. Certification Officer made the following decisions concerning trade unions with Northern Ireland members:

Certificates of independence issued

	<i>Date of Issue</i>
Public and Commercial Services Union	7/5/98

Certificates refused

None

Certificates cancelled because the union ceased to exist as a result of a merger

	<i>Effective Date</i>
Communication Managers' Association	8/5/98

Certificates cancelled because union requested removal from the list of trade unions

None

Certificates cancelled because the union was dissolved.

None

The requirements for trade unions and employers' associations to keep proper accounting records and to submit annual returns to the Certification Officer are set out in this chapter. It also deals with the provisions relating to the investigation of the financial affairs of trade unions and employers' associations.

The statutory provisions

- 3.1 Article 10 of the 1992 Order provides that every trade union and employers' association whose head or main office is situated in Northern Ireland (except those which consist wholly or mainly of representatives of constituent or affiliated organisations) must keep proper accounting records in respect of its transactions, assets and liabilities, and must establish and maintain a satisfactory system of control of its accounting records, its cash holdings and all its receipts and remittances. The accounting records kept must be such as are necessary to give a true and fair view of the state of affairs of the organisation and to explain its transactions.
- 3.2 Under Articles 11 and 12 of the 1992 Order those organisations headquartered in Northern Ireland and Great Britain (unless they have been in existence for less than 12 months) are required to submit an annual return to the Certification Officer in the form prescribed. Also, any trade union or employers' association carrying on business in Northern Ireland but having its head or main office outside the United Kingdom is required to send to the Certification Officer a statement setting forth, in relation to business carried on in Northern Ireland, such particulars of its receipts and payments, and such other information, as the Certification Officer may require.
- 3.3 In all cases the returns must include revenue and other accounts and a balance sheet which must give a true and fair view of the matters to which they relate. Details of all funds maintained for trade union and employers' association purposes must be included in the return. Any changes in the organisation's officers, or in the address of its head office, must be shown on the return and must be accompanied by a copy of the rules in force at the end of the period covered by the return, regardless of whether those rules were altered or not. It is the Certification Officer's responsibility to ensure that clear accounts, covering all funds administered by the organisation are available for public inspection.
- 3.4 The 1992 Order requires each trade union and employers' association to submit a return of its financial affairs before 1 June in each year covering the year ending the preceding 31 December. However, the Certification Officer may direct that the return is to relate to a different annual period, and this is usually done if the normal period would cause serious inconvenience to the organisation concerned. Eighty-six per cent of trade unions and seventy-two per cent of employers' associations use 31 December as their year ending.
- 3.5 The annual return must include a copy of the auditor's report on the accounts. A person is qualified to act as auditor to a trade union or employers' association if he is eligible for appointment as a company auditor under Article 28 of the Companies (NI) Order 1990. Schedule 1 to the 1992 Order sets out the rights of auditors, including access to information and the entitlement to attend and speak at general meetings of the organisation.
- 3.6 The auditor must state whether, in his opinion, the accounts give a true and fair view of the matters to which they relate. He has a duty to carry out such investigations as will enable him to form an opinion on whether proper accounting records have been kept, whether a satisfactory system of control has been maintained and whether the accounts are in agreement with the accounting records. If, in his opinion, the statutory requirements have not been satisfied, or he fails to obtain all the necessary information and explanations, he must say so in his report by way of qualification.
- 3.7 Provided the period covered is the same and there is no significant diminution in the degree of disclosure, a special register body (see paras 1.13 - 1.15) or an employers' association incorporated under the Companies Orders may submit with its return, in lieu of the prescribed accounts, a copy of its accounts prepared under the Companies Orders and so avoid the duplication of broadly similar financial statements. In such circumstances, however, and notwithstanding anything in the Companies Orders, an auditor's report is still required to be made and this report must comply with the requirements of the 1992 Order.
- 3.8 A trade union - other than a special register body - or an employers' association may use auditors who are not eligible for appointment under the Companies Orders provided that the following conditions apply: its receipts and payments do not in aggregate exceed £5,000, the value of its assets are less than £5,000 and it has less than 500 members. During the period of this report only three organisations submitted returns under this criteria.
- 3.9 With the exceptions already noted, the duties imposed by Articles 10 and 11 and by Schedule 1 apply to all trade unions and employers' associations, whether listed under Article 5 of the 1992 Order or not. Refusal or wilful neglect to perform any of them is an offence for which the organisation concerned may be prosecuted and fined. The Certification Officer is responsible for enforcing these provisions, but does not generally undertake prosecutions for such offences as embezzlement or fraud which are dealt with by other prosecuting authorities. However, the

Certification Officer is empowered to appoint inspectors to investigate allegations of financial irregularities in the affairs of a trade union or employers' association, and the decision to instigate legal proceedings in such cases would be a matter for the Certification Officer (see para 3.23).

Northern Ireland Resident Address

- 3.10 Every trade union or employers' association carrying on business in Northern Ireland which has its head or main office outside Northern Ireland must, on an annual basis, provide the Certification Officer with the name and address of at least one Northern Ireland resident authorised to accept on its behalf service of process and any notices required to be served on it.
- 3.11 Every trade union and employers' association headquartered outside Northern Ireland which has submitted a return to the Office has complied with this requirement.

Late submission of returns

- 3.12 The 1992 Order requires an organisation to submit its annual return to the Certification Officer within five months of its financial year end. In 1998, the office received a total of 174 annual returns from trade unions and employers' associations, of which approximately 8 per cent were submitted over two months late; however by the end of the year all returns had been received. The office continues to seek full compliance with the statutory requirements, and will take steps to improve the performance of persistent offenders.

Changes of financial year

- 3.13 During the period of this report the Certification Officer did not receive any requests for changes of financial year.

Financial Information

- 3.14 Financial information derived from the annual returns of trade unions and employers' associations is given at Appendices 1-7. That information and the following comments in this Chapter relate to the year ended 31 December 1998, unless otherwise indicated.

Branch Funds

- 3.15 Following a report last year that some trade unions did not include details of funds held at branch level, the Certification Officer met with all of the unions concerned. At the end of the period of this report only one trade union had still to fulfil its legal obligations. Discussions are continuing with this union to ensure its full compliance with Northern Ireland law.

Salaries and benefits

- 3.16 The Trade Union and Labour Relations (NI) Order 1995 ("the 1995 Order") provides, amongst other things, that a trade union's annual return to the Certification Officer must contain information about the salaries and benefits paid to its national officers and executive members from the organisation's funds.

The General Secretary is usually the highest paid elected official in any trade union. However, in some cases, such as redundancy or retirement, elected officials receive substantial payments from trade union funds. In those cases where such payments are equal to or exceed the amount paid in salary and benefits to the General Secretary, that additional information is provided in Appendix 6 of this report.

The 1995 Order does not define what constitutes a benefit. For the purposes of making returns, benefits are taken to have the same meaning as that applied by the Inland Revenue when calculating "taxable" benefits, pensions and superannuation contributions and redundancy/termination payments. Benefits with a value of £100 or more in any accounting period are included.

Northern Ireland Trade Unions

- 3.17 The following table gives, in the third and fourth columns, the amount paid in salary and benefits to chief officers of five trade unions headquartered in Northern Ireland. The benefits returned consist mainly of superannuation contributions. Employers' national insurance contributions are excluded from the table.

UNION	TITLE	(£) Salary	1998 (£) Benefits excluding NI contribution
Association of Principals of Colleges (NI)	Chairman	Nil	Nil
Belfast Airport Police Association (31/3/99)	Chairman	Nil	Nil
Northern Ireland Musicians' Association	NIMA Organiser	6,000	Nil
Northern Ireland Public Service Alliance	General Secretary	43,558	6,752
Ulster Teachers' Union	General Secretary	37,771	2,699

Republic of Ireland Trade Unions with NI Members

3.18 The following table gives, in the third and fourth columns, the amount paid in salary and benefits in Irish punts to chief officers of trade unions headquartered in the Republic of Ireland. Pay related social insurance (PRSI) contributions are excluded from the table.

UNION	TITLE	(IR£) Salary	1998 (IR£) Benefits excluding PRSI
Irish Bank Officials Association	General Secretary	72,842	64,801 ¹
Irish National Teachers Organisation	General Secretary	74,278	1,114
Seamen's Union of Ireland	General Secretary	Nil	Nil
Services, Industrial, Professional and Technical Union (SIPTU)	General President	73,891	2,448 ²

GB Trade unions with NI Members

3.19 The amounts paid in salary and benefits to the chief officers of 107 trade unions headquartered in Great Britain and which have Northern Ireland members are given in Appendix 6. The benefits returned consist mainly of superannuation contributions. Employers national insurance contributions are excluded from the table.

Statement to members

3.20 Northern Ireland headquartered trade unions must issue a statement containing specific information to all members within eight weeks of the submission of the annual return to the Certification Officer. The Certification Officer is required to ensure total compliance with this requirement. The statement must specify:

- the total income and expenditure of the union;
- how much of the income consisted of payments in respect of membership;
- the total income and expenditure of any political fund of the union; and
- the salary and other benefits paid to each member of the executive, the president and the general secretary.

¹ Part of this figure represents amounts paid to a pension scheme to cover a shortfall in funding.

² As well as the benefits listed above SIPTU operates a defined benefit pension scheme. Contributions are made to the scheme in accordance with recommendations of independent actuaries. The funding of the scheme is based on total salary roll and not on an individual by individual basis. The current funding level is 20%. This is a reduction of 6.025% from last year.

The statement must also give the name and address of the auditor, set out in full the auditor's report and should not contain anything which is inconsistent with the contents of the annual return. Members must also be told how they can complain should they be concerned that some irregularity is occurring or has occurred in the financial affairs of the trade union.

3.21 The 1995 Order is specific about how this should be done; the exact wording of the statement to be issued is reproduced below:

"A member who is concerned that some irregularity may be occurring, or has occurred, in the conduct of the financial affairs of the union may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with: such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or auditors of the union, the Certification Officer for Northern Ireland (who is an independent officer appointed by the Department of Economic Development) and the police.

Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he may apply for material assistance from the Northern Ireland Commissioner for the Rights of Trade Union Members* and should, in any case, consider obtaining independent legal advice."

3.22 During the period of this report every Northern Ireland trade union complied with this statutory requirement.

Financial affairs of trade unions and employers' associations - use of statutory powers

3.23 The 1995 Order amended the Industrial Relations (Northern Ireland) Order 1992 in such a way as to allow the Certification Officer to investigate the financial affairs of trade unions and employers' associations. Under the provisions, the Certification Officer may, if he thinks there is good reason to do so, give a direction to the organisation concerned to produce relevant documents and explanations of them; in addition, he may appoint inspectors to investigate the organisation's financial affairs and to report on them. He may only appoint inspectors if one or more of the following circumstances are suggested: *that the financial affairs of the trade union or employers' association have been or are being conducted fraudulently or unlawfully; that those managing those affairs have been guilty of fraud, misfeasance or other misconduct in connection with that management; that the organisation concerned has failed to comply with a duty under the 1995 Order relating to its financial*

affairs or that a rule of the organisation relating to its financial affairs has not been complied with. A member may complain to the Certification Officer that there are circumstances suggesting any of the foregoing. The Certification Officer must then consider whether it is appropriate to exercise any of the powers conferred on him by the 1995 Order (see para 3.9).

3.24 The annual returns submitted to the Certification Officer require unions to provide figures of both total membership and of members who pay contributions. There can be significant differences between the sets of figures, usually as a result of figures including student membership, retired and unemployed members, members on long term sick leave and maternity/child care leave, and those on career breaks.

Trade unions - Membership and Financial Information

3.25 The total Northern Ireland membership of all trade unions at 31 December 1998 was 243,764. Statistics reveal that 77 per cent of all NI trade union members belong to GB based trade unions with 17 per cent and 6 per cent respectively being members of NI and ROI trade unions.

3.26 Trade union income derives mainly from membership subscriptions and income from investments. There may also be additional income and assets arising if, for example, a union accepts the transfer of engagements of another union. In 1998 the gross income of NI trade unions was approximately £3 million; gross expenditure was approximately £2.6 million.

3.27 A summary of statistics concerning the membership and finances for 1998 of Northern Ireland based trade unions, and Republic of Ireland trade unions with Northern Ireland members, is given in Appendix 1. This shows a total of 42,240 members of NI unions providing an annual contribution of approximately £2.6 million, while there were 13,375 NI members of ROI unions providing an annual contribution of approximately £1.3 million. In 1998 the gross income of ROI unions was approximately IR £30 million; gross expenditure was approximately IR £28 million.

3.28 Financial and membership details of fifty-six GB based unions with 100 or more Northern Ireland members are given in Appendix 2. This shows a total of 186,762 NI members making an annual contribution of approximately £12 million. In 1998 the gross income of these unions was approximately £621 million; gross expenditure was approximately £596 million.

3.29 Membership details of a further fifty-one GB based trade unions with less than 100 Northern Ireland members are listed in Appendix 3. This shows a total of 1,387 members contributing just over £135,000. In 1998 the gross income of these unions was approximately £17 million; gross expenditure was approximately £18 million.

*This post was abolished on 15 December 1999.

Employers' associations - Membership and Financial Information

3.30 A summary of statistics concerning the membership and finances of sixteen Northern Ireland employers' associations for 1998 is given in Appendix 4. In 1998 the total income of these organisations was approximately £3.3 million; expenditure was approximately £3.2 million. Details of forty-two GB based employers' associations with Northern Ireland members is given in Appendix 5. In 1998 NI members of these associations contributed approximately £885,000. The total income of these associations was approximately £87 million; expenditure was approximately £88 million.

Public inspection of annual returns

- 3.31 Copies of the annual returns and rules of trade unions and employers' associations with Northern Ireland members are available for public inspection at the Certification Office. Whilst the returns contain detailed and comprehensive financial information, a one-page financial consolidation summary is included with each return.
- 3.32 Where difficulties in the management of political funds by GB trade unions have been resolved and concluded with a report from the union concerned (see chapter 6), the report is associated with the annual return of that union on the public file. These reports provide, inter-alia, details of the total number of members affected, the total amount refunded to those members and the re-allocation of residual funds from the political fund account.

It is a legal requirement that any superannuation scheme maintained by a trade union or employers' association covering members must be subject to periodic actuarial examination and that a copy of the actuary's report must be sent to the Certification Officer.

The statutory provisions

- 4.1 The 1992 Order requires that any superannuation scheme maintained by a Northern Ireland based trade union or employers' association* for its members must be examined periodically by a qualified actuary and a copy of each actuarial report sent to the Certification Officer. The actuarial examination is required to be made not later than five years after the effective date of the preceding examination, but the Certification Officer has power to direct that, in any particular case, the period of five years may be reduced to such shorter period as he may specify. The Certification Officer also has power to exempt a members superannuation scheme from actuarial examination in certain circumstances. No trade union or employers' association may maintain a members superannuation scheme unless it also maintains a separate fund for the payment of benefits in accordance with the scheme. A copy of the actuarial report made under the above provisions must be supplied free of charge to any member of the trade union or employers' association on application to the organisation concerned.

Actuarial reports

- 4.2 The statutory provisions require that the report by the actuary following his examination of any scheme shall state whether in his opinion the premium or contribution rates are adequate, whether the accounting or funding arrangements are suitable, and whether the separately maintained superannuation fund is adequate.

* In practice the requirements affect trade unions only; the office is not aware of any schemes maintained by employers' associations.

Schemes maintained - Northern Ireland Trade Unions

- 4.3 During the period of this report no trade union based in Northern Ireland operated a superannuation scheme for its members.

Schemes maintained - GB Based Trade Unions

- 4.4 The following four GB based trade unions maintain superannuation schemes which have Northern Ireland members:
- Amalgamated Engineering and Electrical Union - Report Dated 31 December 1996
 - Graphical, Paper and Media Union (Two schemes: Platepreparers and Lithoprinters)
 - MSF - Craft Fund
 - National Union of Rail, Maritime and Transport Workers - Workers Orphan Fund Report Dated 1 September 1998.
- 4.5 The most recent actuarial reports for the AEEU and RMT unions were received by the Certification Officer during the year. The reports from GPMU and MSF are still outstanding, and the office is in contact with these unions to ensure compliance with the legislation.

Mergers between trade unions and between unincorporated employers' associations must be conducted under the relevant statutory procedures; these procedures allow for members to complain to the Certification Officer about particular aspects of the balloting process. This chapter deals with the statutory background.

The statutory provisions

- 5.1 The 1995 Order and the Trade Unions and Employers' Associations (Amalgamations, etc) Regulations 1965 lay down procedures governing two types of merger - *transfers of engagements and amalgamations* - between trade unions and between unincorporated employers' associations. The procedures apply to listed and unlisted organisations. Their main purposes are to facilitate the processes of transfer and amalgamation and, at the same time, to safeguard the rights of members affected by the terms of a merger by ensuring that they are fully informed about the proposal and have the opportunity to vote on it.
- 5.2 Under a transfer of engagements the transferring organisation ('the transferor') loses its legal identity whilst the organisation to which it transfers ('the transferee') continues in being with its legal identity unchanged. An amalgamation produces a new organisation replacing the amalgamating bodies, which cease to exist.
- 5.3 Organisations proposing to enter into a transfer of engagements or an amalgamation must prepare an instrument setting out the proposed terms of the merger and an explanatory notice to members. These documents are formally submitted to the Certification Officer and must have his approval before a ballot of members can be held to approve the instrument. The statutory fee payable is shown in Appendix 9.
- 5.4 Ballots must be postal* and subject to independent scrutiny. The inclusion in the notice to members of any statement making a recommendation or expressing an opinion about a proposed amalgamation or transfer is prohibited; also, the voting paper sent to a member may not be accompanied by any material other than the notice to members, an addressed pre-paid envelope and a document giving instruction for the return of the ballot paper. Other requirements relate to storage, distribution and counting of votes by independent persons and the availability of a union's membership register and the circumstances of its inspection by an independent scrutineer.
- 5.5 In a transfer of engagements, only the members of the transferor organisation vote on the resolution to approve the instrument. An amalgamation requires a favourable vote by the members of each amalgamating organisation. If the required majority of votes recorded in each ballot is in favour of the merger an application to register the instrument may

be made to the Certification Officer. The application cannot be made until a copy of the scrutineer's report has been despatched to every member of the union or they have been notified of its contents by other means. Members must also be told that they will on request be provided with a copy of the scrutineer's report - either free or subject to a reasonable specified charge.

- 5.6 In the case of both a transfer and an amalgamation, an interval of six weeks must elapse between the application for registration and registration itself; and before the expiry of the six-week period any member of the transferor organisation or of any amalgamating organisation may complain to the Certification Officer on the grounds that one or more of the statutory conditions governing the ballot arrangements have not been observed. The Certification Officer may dismiss the complaint or if, after hearing both sides, he finds the complaint justified, he may either make a declaration but no order, or make an order specifying the steps which must be taken before he will register the instrument. There is a right of appeal against the Certification Officer's decision to the Court of Appeal on a question of law.

Mergers involving GB Trade Unions

- 5.7 Although the merger provisions of the 1995 Order do not extend to Great Britain, the Order does apply with certain modification to a transfer of engagements or amalgamation between a Northern Ireland union and a union in Great Britain.
- 5.8 Formal documents kept by the Certification Officer relating to mergers under the 1995 Order are available for public inspection. The statutory fee payable is shown in Appendix 9.

Advice on procedures

- 5.9 The Office's booklet *Mergers: a guide to the statutory requirements for transfers of engagements and amalgamations of trade unions and employers' associations* explains the merger procedures in detail and sets out, with explanatory notes, the matters to be included in an instrument of transfer or amalgamation. Copies may be obtained free of charge from the Office. The Office will offer advice where needed and staff are always prepared to meet officials of organisations proposing to merge to discuss procedures and time-tables.

Applications

- 5.10 No formal proposals to enter into a transfer of engagements or an amalgamation were received from any Northern Ireland based union.
- 5.11 One proposal involving a GB union with Northern Ireland members was referred to the Certification Officer for approval of Northern Ireland related aspects. This proposal was approved and the GB Certification Officer subsequently approved the following merger:

Transfer of engagements of the Communication Managers' Association to Manufacturing, Science and Finance Union (8/5/98)

Complaints

- 5.12 No complaints were received during the period of this report.

Changes of name

- 5.13 Article 88 of the 1995 Order stipulates that a change of name of a listed trade union or employers' association must be approved by the Certification Officer before it can take effect (see Appendix 9 for the statutory fee). The Northern Ireland Certification Officer did not receive any applications for a name change during the period of this report. The GB Certification Officer approved the changes of name of four trade unions and one employers' association with Northern Ireland members; these are listed below.

Great Britain

Trade Unions

From Sun Life Staff Association
To Axis -
the Axa Sun Life Staff Association 12/5/98

From Eagle Star Staff Union (1988)
To Union of Finance Staff 30/6/98

From Federated Union of Managerial
and Professional Officers
To Managerial and Professional
Officers' Union 18/8/98

From Commercial Union Group Staff Association
To CGU Staff Association 26/11/98

Employers' Associations

From Mastic Asphalt Council and
Employers' Federation
To Mastic Asphalt Council 23/4/98

* Northern Ireland law contains provisions, in relation to voting in a ballot, which provide for reasons of personal safety a trade union member may request his union to send him a voting paper by some means other than by post.

The 1995 Order enables trade unions and unincorporated employers' associations to establish separate funds in furtherance of political objects as part of their activities. Under the terms of the Order a resolution to adopt political objects must be passed by a ballot of the members. The Certification Officer is the statutory authority for approving the establishment and continuance of such funds. This chapter also explains the statutory provisions relating to complaints by trade union members about breaches of political fund rules and also reports developments in 1998/99.

The statutory provisions for Northern Ireland based organisations

General

- 6.1 A trade union or an unincorporated employers' association, whether listed or not, can include the furtherance of political objects among the activities of the organisation. To do so, it must adopt rules providing for the expenditure of funds on such objects. These rules, known as political fund rules, must be approved by the Certification Officer. A resolution to adopt political objects must be approved by the members in a postal* ballot held under the approved rules. An independent scrutineer must be appointed by the union to oversee the requirements of the ballot.
- 6.2 Part V of the 1995 Order requires trade unions and employers' associations, which already have a political fund resolution in force and wish to continue to spend money on political objects, to renew the political fund resolution by a ballot of their members (a review ballot) at least once every 10 years. The review ballot must be held in accordance with rules approved by the Certification Officer.

Exemptions

- 6.3 Unlike members in Great Britain, it is a statutory requirement that trade union members in Northern Ireland must "contract-in" to a political fund in their union. Where a Northern Ireland trade union member does not "contract-in" or, having "contracted-in" subsequently decides to "contract-out", he is exempt from contributing to the political fund.
- 6.4 Contribution to the political fund must not be made a condition for admission to the organisation. Those members not contributing to the political fund must not be excluded from any benefits of the organisation or placed under any disability or disadvantage compared with other members, except in relation to the control or management of the political fund.
- 6.5 Members wishing to "contract-in" must do so in writing by using an approved application form (Article 59 of the 1995 Order) or apply in a form to the same effect. Unless contributions are collected by a separate levy, exempt members of the organisation must be relieved from the payment of the political fund element of the normal periodical

contributions. The rules must also provide for each member to know what portion, if any, of his contribution is a contribution to the political fund. Any Northern Ireland member having initially "contracted-in" who wishes subsequently to "contract-out" must do so in writing.

Members of GB and ROI -based trade unions

- 6.6 The statutory requirement that Northern Ireland trade union members must "contract-in" to a political fund in their union applies to every Northern Ireland trade union member, regardless of where his union is headquartered. The requirements and conditions outlined in paras 6.3 to 6.5 therefore apply also to Northern Ireland members of unions headquartered in Great Britain or the Republic of Ireland.

Political Fund Model Rule

- 6.7 A revised political fund model rule, covering Northern Ireland members, has been agreed with the GB Certification Officer for use by Great Britain unions with members in Northern Ireland, and is included in the booklet "Guidance for trade unions and employers' associations wishing to establish a political fund" issued by the GB Certification Office. However, approval for its use, or proposed amendment, is required from the NI Certification Officer before any lawful political fund deduction may be made. GB trade unions should contact the Northern Ireland Certification Office before including it, or amending its existing Northern Ireland Political Fund rules, in their Rule Book.

Republic of Ireland

- 6.8 Only two Republic of Ireland trade unions with NI members operate political funds. The unions concerned, SIPTU and the Irish National Teachers Organisation have given the Certification Officer an assurance that they do not deduct political fund subscriptions from their NI members.

Complaints

- (i) **Northern Ireland Headquartered Trade Unions**
- 6.9 Any member of a trade union with a political fund who considers that the political fund rules have been breached may complain to the Certification Officer under Article 57(2) of the 1995 Order. If, after investigating the complaint, the Certification Officer considers that a breach has occurred, he

may, under Article 69 of the 1995 Order, make an order for remedying it. An appeal against the decision of the Certification Officer may be made to the Court of Appeal on a question of law.

- 6.10 A trade union member can also complain to the Certification Officer if a political fund ballot has been held, or is proposed to be held, in a way that does not comply with rules for holding the ballot. Any complaint must be made within the period of one year beginning with the day on which the result of the ballot is announced by the union.
- (ii) **Great Britain Headquartered Trade Unions**
- 6.11 Any Northern Ireland member of a GB headquartered trade union who considers that the political fund rules in relation to the statutory requirement for "contracting-in" have been breached may complain to the Northern Ireland Certification Officer. If, after giving the complainant and the union an opportunity of being heard, the Certification Officer considers that a breach has occurred, he may make an order for remedying it. An appeal against any decision of the Certification Officer may be made to the Court of Appeal on a question of law.
- 6.12 Any Northern Ireland member of a GB headquartered trade union who considers that its political fund rules have been breached, other than in relation to "contracting-in" requirements, may complain to the GB Certification Officer, 180 Borough High Street, London, SE1 1LW (Tel: 0207 210 3734).

Advice on Procedures

- 6.13 On request, the Office gives advice on the procedures for establishing political funds and for holding review ballots. An information pack, including model rules, is available free of charge. Any trade union or employers' association wishing to ballot its members on a political fund resolution should contact the Office at an early stage.

Northern Ireland organisations with political fund rules at 31 December 1998

- 6.14 None.

GB based organisations with political fund rules at 31 December 1998

- 6.15 There were twenty-nine GB based trade unions with Northern Ireland members operating political funds at 31 December 1998. Of these, nineteen had contributing members in Northern Ireland.
- 6.16 The returns show that in 1998, 34,352 Northern Ireland members - representing 14 per cent of the total NI trade union membership - contributed £98,861 towards political funds. A detailed list of the unions, their Northern Ireland membership and their financial contributions is given at Appendix 7. Appendix 8 contains details of those ten GB unions with Northern Ireland members who did not contribute to the unions' political funds in 1998.

Approval of Political Fund Rules/Amendments

- 6.17 During the period of this report the Certification Officer approved the Northern Ireland political fund rules of eight GB headquartered trade unions. These are listed below.

Association of University Teachers (6.1.99)
Institution of Professionals, Managers and Specialists (25.11.98)
National Association of Schoolmasters and Union of Women Teachers (11.11.98)
National Association of Teachers in Further and Higher Education (22.4.98)
National Union of Insurance Workers (22.4.98)
Public and Commercial Services Union (7.1.99)
Union of Construction, Allied Trades and Technicians (13.1.99)
UNISON (29.7.98)

Political Funds Review

- 6.18 A review began last year of 13 GB unions which allow their NI members to contribute to the unions' Political Funds. Its purpose was to ensure that these unions follow NI law with regard to the political fund contributions. Where inappropriate practices were identified, discussions were started for the purposes of agreeing how difficulties arising from these practices could be resolved and the requirements of NI law fully complied with. In some cases this has involved refunds being made to those NI members who had political fund contributions unlawfully included in their union subscriptions.
- 6.19 The review is proving to be a long and complex process, however, the Certification Officer is now satisfied with the rules and practices followed in nine of the thirteen GB unions. Discussions are continuing with the remaining unions.



The 1995 Order requires that members of a trade union's executive committee must be elected to it by secret postal ballot; if they remain in that position for more than five years they must be re-elected. Unions must also maintain a register of members and keep it up-to-date.

The statutory provisions

- 7.1 Trade unions must ensure that no one takes up a position as a member of the union's principal executive committee, president or general secretary, except in limited circumstances, without having been elected to it. Nor may anyone remain in such a position for more than five years without having been re-elected to it, subject to certain exceptions in respect of officers facing retirement. Elections are required to be by secret postal* ballot of the members of the union, conducted in accordance with the relevant conditions in the 1995 Order. In addition, every trade union must maintain a register of its members' names and addresses and, as far as reasonably practicable, keep the entries accurate and up-to-date.
- 7.2 Individual trade union members have the statutory right to apply to the Certification Officer, or to the High Court, for a declaration that their trade union has failed to comply with one or more of the relevant provisions of the Order. Where such an application is made to him, the Certification Officer will make such enquiries as he thinks fit and, where he considers it appropriate, give the applicant and the trade union an opportunity to be heard, before he makes a decision on the complaint. In certain circumstances, expenses incurred by persons attending complaint hearings can be reimbursed by the Office.
- * Northern Ireland law contains provisions, in relation to voting in a ballot, which provide for reasons of personal safety a trade union member may request his union to send him a voting paper by some means other than by post.
- 7.3 If the Certification Officer decides that there has been a breach of the statutory provisions, he may take into account steps which the union has taken or proposes to take to remedy the breach. Additionally, the Certification Officer must give reasons for his decision in writing and such reasons may be accompanied by written observations on any matter arising from, or connected with, the proceedings.
- 7.4 Making a complaint to the Certification Officer does not prevent the applicant, or any other person, from making a subsequent application to the Court in respect of the same matter. Where a subsequent application is made, the Court is required to have due regard to any declaration, reasons or observations of the Certification Officer which are brought to the notice of the Court.



List of Trade Unions with Headquarters in Northern Ireland and with Headquarters in the Republic of Ireland - at 31 December 1998 (unless otherwise indicated).

Northern Ireland Unions	NI Members	Total Members	NI Subscription Contributions	Total Income		Total Expenditure	Funds At The End Of The Year		Total Assets At The End Of The Year		Total Liabilities At The End Of The Year
				£000's	£000's		£000's	£000's	£000's	£000's	
Association of Principals of Colleges (NI)* †		14	-	-	-	1	1	1	1	-	-
Belfast Airport Police Association (31/3/99)*		49	6,400	11	16	18	18	18	18	-	-
Northern Ireland Musicians' Association*		1,003	11,509	13	24	34	35	35	35	1	1
Northern Ireland Public Service Alliance*		35,343	2,236,992	2,518	2,179	3,442	3,466	3,466	3,466	24	24
Ulster Teachers Union*		5,831	375,300	421	370	692	713	713	713	21	21
TOTALS		42,240	2,630,201	2,963	2,589	4,187	4,233	4,233	4,233	46	46

Republic of Ireland Unions	NI Members	Total Members	NI Subscription Contributions	Total Income		Total Expenditure	Funds At The End Of The Year		Total Assets At The End Of The Year		Total Liabilities At The End Of The Year
				IR£000's	IR£000's		IR£000's	IR£000's	IR£000's	IR£000's	
Irish Bank Officials' Association*	4,321	14,562	629,535	2,380	2,304	6,844	7,278	7,278	7,278	434	434
Irish National Teachers' Organisation†††	6,135	27,044	467,213	5,346	4,590	5,752	6,021	6,021	6,021	269	269
Seamen's Union of Ireland†††	15	537	950 (e)	31	58	32	90	90	90	58	58
Services, Industrial, Professional and Technical Union*	2,904	237,462	175,247	21,758	20,999	20,746	24,228	24,228	24,228	3,482	3,482
TOTALS	13,375	279,605	1,272,945	29,515	27,951	33,374	37,617	37,617	37,617	4,243	4,243

* Denotes a trade union holding a certificate of independence at 31 December 1998.
 † This association ceased activities and its certificate of independence was withdrawn on 31/12/1998.

†† Denotes an unlisted union.
 ††† Figures do not include branch funds.
 e = Estimated

G.B. Trade Unions with 100 or more NI Members at 31 December 1998 (unless otherwise indicated)

	Members Based In			Else where (inc Channel Islands)	NI sub- scrip- tion con- tri- butions £	Total Income £000's	Total Expenditure £000's	Funds At The End Of The Year £000's	Total Assets At The End Of The Year £000's	Total Liabilities At The End Of The Year £000's
	NI	GB	ROI							
Abbey National Staff Association	152	7,311	-	5	7,875	510	517	393	437	44
Amalgamated Engineering & Electrical Union	24,271	692,240	10,778	688	1,211,000	42,994	36,778	51,001	64,917	13,916
Association of First Division Civil Servants	289	9,064	-	67	44,365	1,434	1,434	669	926	257
Association of Teachers & Lecturers	3,948	162,883	10	1,186	179,464	9,910	9,501	7,014	8,587	1,573
Association of University Teachers (at 31/8/98)	1,639	40,119	-	-	119,542	4,015	3,769	3,913	5,601	1,688
Bakers, Food and Allied Workers Union	662	28,299	1,001	-	39,322	2,326	2,363	560	842	282
Banking, Insurance and Finance Union	128	104,856	-	1,023	8,000 (e)	7,233	7,720	2,987	3,663	676
British Actors Equity Association	273	36,230	54	-	16,052	4,149	3,563	10,988	13,466	2,478
British Association of Occupational Therapists (at 30/9/98)	592	16,150	95	438	24,404	1,394	1,394	Nil	1,384	1,384
British Dental Association (at 30/9/98)	579	17,717	56	372	78,600	4,366	4,549	1,702	2,669	967
British Dietetic Association (at 28/2/99)	138	4,155	82	253	5,755	171	166	133	169	36
British Medical Association	2,956	99,320	193	4,395	533,188	69,690	66,036	53,356	80,563	27,207
Broadcasting, Entertainment, Cinematograph & Theatre Union	532	27,535	37	24	68,000 (e)	3,985	4,005	1,123	1,550	427
Ceramic and Allied Trades Union	170	18,507	-	-	10,314	1,452	1,209	6,896	6,928	32
Chartered Society of Physiotherapy	1,286	42,797	1,097	6,122	121,885	7,415	7,019	4,374	6,602	2,228
Civil & Public Services Association (1/1/98 to 10/3/98) †	505	107,768	7	21	8,510	1,885	1,754	14,853	18,413	3,560
Communication Managers Association (1/1/98 - 6/5/98) *	225	13,370	-	-	10,665	993	812	2,095	2,161	66
Communication Workers Union	6,688	280,574	-	470	589,411	32,666	26,672	24,580	29,411	4,831
Community and District Nursing Association (at 31/3/99)	123	4,161	1	9	10,455	345	342	79	93	14
Engineers and Managers Association	914	28,225	6	372	114,292	3,650	3,158	6,615	6,990	375
Fire Brigades Union	1,876	55,778	-	-	170,883	7,437	7,818	4,899	5,705	806
G M B	19,794	692,027	47	142	1,191,165	44,264	47,817	51,503	55,728	4,225
General Dental Practitioners Association	129	1,607	10	-	12,760	216	187	166	179	13
Graphical, Paper and Media Union (at 30/9/98)	2,652	195,631	4,811	135	184,506	27,870	27,253	41,924	44,552	2,628
Guinness Brewing Staff Association	104	471	-	10	4,438	26	28	32	46	14
Independent Union of Halifax Staff	221	25,416	3	12	12,088	1,395	1,332	783	1,244	461
Institution of Professionals, Managers & Specialists	271	71,802	27	1,229	32,195 (e)	7,825	6,806	20,485	20,941	456
Manufacturing Science and Finance Union	9,398	387,715	18,114	773	479,000	24,884	24,123	13,080	23,076	9,996

G.B. Trade Unions with 100 or more NI Members at 31 December 1998 (unless otherwise indicated)

National Association of Head Teachers	911	39,632	-	325	113,473	5,233	5,205	3,544	4,002	458
National Association of Probation Officers	116	6,058	-	-	22,580	1,242	1,156	591	668	77
National Association of Schoolmasters & UWT	14,855	233,850	-	2,078	643,769	14,354	12,445	20,107	21,235	1,128
National Association of Teachers in F & HE	2,035	62,212	-	92	180,430	6,165	5,671	3,633	4,946	1,313
National Federation of Sub-Postmasters	610	13,049	-	40	37,980	1,007	945	2,375	2,466	91
National Union of Insurance Workers	201	7,604	-	17	11,145	832	952	1,555	1,657	104
National Union of Journalists (at 30/9/98)	736	26,278	3,449	475	90,300	3,597	3,293	-28	729	757
National Union of Knitwear, Footwear & Apparel Trades	230	32,394	-	-	18,840	3,081	3,157	9,891	10,014	123
National Union of Marine, A & ST Officers (NUMAST)	400	17,303	349	772	37,534	2,188	1,977	4,395	4,905	510
National Union of Rail, Maritime & Transport Workers	154	56,090	109	117	17,618	7,331	7,914	4,774	10,978	6,204
Naitonwide Group Staff Union	170	9,534	-	-	8,019	568	523	364	553	189
Prison Officers Association	2,540	27,023	-	-	269,342	3,948	3,035	968	1,391	423
Professional Association of Teachers	297	31,218	-	75	11,880 (e)	1,725	1,613	518	1,135	617
Public and Commercial Services Union (11/3/98 to 31/12/98) †	1,642	248,204	30	4,474	112,651	19,764	17,513	26,194	27,268	1,074
Public Services, Tax and Commerce Union (1/1/98 to 10/3/98) †	1,340	144,966	8	529	24,516	4,039	3,924	9,990	11,108	1,118
Retained Firefighters Union	164	3,220	-	-	8,235	171	170	90	94	4
Royal College of Midwives (31/8/98)	1,188	32,445	32	694	144,241	4,219	4,210	317	320	3
Royal College of Nursing of the UK (at 31/3/99)	10,298	306,293	302	3,313	457,493	14,302	14,302	-	6,239	6,239
Secondary Heads Association	163	8,662	2	64	24,590	1,734	1,667	474	1,269	795
Society of Chiropractists and Podiatrists	241	6,748	116	205	39,756	1,421	1,500	1,211	1,453	242
Society of Radiographers (at 30/9/98)	408	13,230	-	325	56,520	2,233	2,167	136	308	172
Society of Telecom Executives	402	16,312	-	31	59,730	2,812	2,864	4,463	5,484	1,021
Transport & General Workers Union	30,658	821,189	18,710	11,068	2,184,906	71,282	67,293	85,397	93,022	7,625
Transport Salarned Staff Association	438	28,824	1,409	-	38,088	3,767	3,734	16,278	16,669	391
Union of Construction Allied Trades & Technicians	2,411	98,501	10,892	-	82,000	4,512	3,808	941	2,606	1,665
Union of Finance Staff	104	4,779	-	27	7,301	428	426	32	189	157
UNISON	26,908	1,245,422	-	-	2,087,113	103,818	107,342	86,133	98,941	12,808
Union of Shop, Distributive & Allied Workers	6,627	296,433	-	-	387,252	21,137	19,264	21,642	22,119	477
TOTALS	186,762	7,009,201	71,837	42,467	12,465,436	621,410	596,195	632,186	758,611	126,425

* Communication Managers Association merged with Manufacturing Science and Finance Union on 07/05/98

† Public Services, Tax and Commerce Union merged with the Civil and Public Services Association to form the Public and Commercial Services Union on 11/3/98

(e) Estimated

G.B. Trade Unions with Less than 100 NI Members at 31 December 1998 (unless otherwise indicated)

	Members Based In				Total Income	Total Expenditure	Funds At The End Of The Year	Total Assets	Total Liabilities
	NI	GB	ROI	EI where (inc Channel Islands)					
Alliance and Leicester Group Union of Staff	98	2,970	-	-	237,000	236,000	274,000	288,000	14,000
Association of Clinical Biochemists	44	1,704	60	355	20,000	20,000	-	-	-
Association of College Management	40	3,188	-	22	410,647	392,677	268,211	407,613	139,402
Association of Educational Psychologists	64	2,171	3	26	524,484	321,910	609,351	713,574	104,223
Association of HM Inspector of Taxes	32	2,160	-	1	122,082	126,232	502,075	506,104	4,029
Association of Local Authority Chief Executives	26	309	-	13	28,080	30,045	29,687	33,754	4,067
Association of Principal Fire Officers (31/3/99)	4	182	-	-	25,707	28,597	24,611	26,843	2,232
Association of Professional Ambulance Personnel	14	2,669	-	-	217,396	218,551	25,429	54,304	28,875
Association of Professional Music Therapists	6	358	7	21	28,000	28,000	5,000	10,000	5,000
Axa Sun Life Staff Association	9	2,754	-	-	82,000	103,000	191,000	222,000	31,000
Boots Pharmacists' Association (JBPA)	7	617	1	2	19,000	20,000	14,000	15,000	1,000
Britannic Field Staff Association	22	1,465	-	9	175,755	193,408	397,671	397,671	-
Britannic Supervisory Union	5	557	-	8	115,870	142,981	119,089	119,089	-
Britannia Staff Union	6	2,166	-	-	105,778	98,652	162,614	172,864	10,250
British Airline Pilots Association	62	6,493	-	-	3,084,811	2,864,484	5,859,763	6,103,971	244,208
British Association of Advisors & Lecturers in PE (31/3/99)	2	362	1	3	60,000	70,000	94,000	127,000	33,000
British Association of Dental Nurses	77	2,945	14	45	147,000	130,000	79,000	100,000	21,000
British Orthoptic Society	21	914	11	-	33,000	33,000	-	-	-
British Association of Journalists	9	619	-	13	758	64,581	51,524	20,780	7,356
British Union of Social Work Employees (31/5/99)	39	1,842	-	-	2,264	110,000	74,000	84,000	10,000
Commercial Union Group Staff Association	78	5,160	-	5	3,780(e)	231,903	207,815	313,758	25,861
Community and Youth Workers Union	23	2,982	-	13	319	248,721	245,198	34,196	106,898
Gallagher Sales Staff Association	11	169	-	-	10,903	5,839	81,943	81,943	-
Girobank	1	117	-	-	33	4,365	9,923	17,901	-
Guild of Professional Teachers of Dancing	5	1,075	1	-	180	26,045	22,873	27,444	2,184
Hambro Staff Association	6	188	-	-	270	10,596	13,179	973	6,699
Headmasters and Headmistresses' Conference (31/3/99)	7	286	1	77	8,750	612,000	508,000	813,000	1,270,000
Hospital Consultants & Specialists Association (30/9/98)	38	2,201	-	-	3,641	252,989	240,219	113,512	205,611

G.B. Trade Unions with Less than 100 NI Members at 31 December 1998 (unless otherwise indicated) (continued)

Institute of Journalists	6	781	16	83	960(e)	54,000	54,000	1,000	2,000	1,000
Leeds & Holbeck Building Society Staff Association	4	263	-	-	54	5,951	5,845	22,836	23,756	920
Lloyds Register (UK) Staff Association	2	966	2	111	42	21,050	30,788	15,198	19,614	4,416
Managerial and Professional Officers' Union	57	9,566	-	4	9,662	1,717,187	1,551,006	664,266	966,474	302,208
Musicians' Union	16	30,746	-	49	645	4,954,000	6,711,000	10,622,000	16,452,000	5,830,000
National Association of Co-operative Officials	11	2,985	-	16	1,270	479,978	439,798	909,471	1,020,508	111,037
National Assn of Educational Inspectors, Advisors and Consultants	64	2,223	-	11	9,456	353,822	292,482	262,613	295,199	32,586
National Association of Group Secretaries to NFU	73	571	-	-	9,600	131,000	124,000	98,000	117,000	19,000
National League of the Blind and Disabled	36	2,138	-	-	1,253	175,393	149,474	253,869	262,400	8,531
National Society for Education in Art & Design (30/9/98)	29	2,194	4	62	2,446	267,835	295,227	1,922	68,867	66,945
Offshore Industry Liaison Committee	8	1,241	2	94	660	139,766	135,122	26,530	29,758	3,228
Prison Service Union	72	2,698	-	-	4,752	156,364	190,975	508	28,588	28,080
Prison Governors Association	47	929	-	3	6,564	135,000	117,000	34,000	45,000	11,000
Retired Officers Association (30/6/99)	13	1,356	-	136	78	43,482	15,035	164,315	167,540	3,225
Royal Society for the Protection of Birds Staff Association (31/3/99)	13	409	-	-	86	3,286	1,057	19,041	19,566	525
Scottish Equitable Staff Association (30/6/99)	9	2,481	-	-	108	26,000	16,000	36,000	37,000	1,000
Society of Authors Ltd	24	6,017	43	378	1,326	610,000	585,000	578,000	958,000	380,000
Society of Union Employees (UNISON)	14	237	-	-	734	13,199	8,206	34,060	34,060	-
Union For Bradford & Bingley Staff	15	2,633	-	-	672	225,603	202,795	135,862	150,056	14,194
Union of Royal and Sun Alliance Staff	39	3,827	-	-	1,853	225,000	332,000	220,000	264,000	44,000
Friendly Agents Association	13	531	-	1	1,437(e)	71,000	152,000	58,000	62,000	4,000
Woolwich Independent Staff Association	56	5,832	-	-	198	270,000	252,000	487,000	505,000	18,000
Writers Guild of Great Britain	10	1,974	2	64	740	280,000	308,000	27,000	183,000	156,000

TOTALS 1,387 131,221 168 1,605 135,297 17,368,129 18,430,917 24,824,499 33,179,608 8,355,109

(e) Estimated

Northern Ireland Employers' Associations - 31 December 1998 (unless otherwise indicated)

NI Employers' Association	Members	Total	Total	Total	Total
		Income	Expenditure	Assets	Liabilities
		£	£	£	£
Anglo-North Irish Fish Producers Organisation (at 31/7/98)	74	141,866	150,373	230,821	37,556
Association of Local Authorities of Northern Ireland (at 31/3/99)	26	136,960	110,099	166,089	-
Belfast County Vintners' Association (at 31/8/98)	120	2,015	3,069	20,608	5,212
Central Council of the Irish Linen Industry Ltd	-	16,270	16,093	-	-
Construction Employers Federation Ltd	465	445,280	482,650	600,116	248,237
Engineering Employers Federation NI Association	139	399,947	363,956	396,151	44,153
The Hospitality Association	161	403,230	498,973	37,160	75,667
The Lough Neagh Fishermen's Association	378	46	-	4,557	292
Northern Ireland Bakery Council (at 31/3/99)	7	9,306	9,179	6,027	3,714
Northern Ireland Fish Producers Organisation Ltd	156	688,172	579,986	813,738	73,679
Northern Ireland Grain Trade Association Ltd	36	20,156	18,615	7,576	7,886
Northern Ireland Timber Trade Association	24	11,740	10,501	6,424	347
Retail, Electrical and Television Retailers Association of NI	Nil	967	556	10,331	1,130
Ulster Chemists Association (at 30/9/98)	473	61,560	55,522	173,241	32,077
Ulster Farmers' Union	11,904	1,011,217	935,883	1,425,750	254,652
Ulster Launderers Association (at 31/10/98)	6	425	482	2,357	413
TOTALS	13,969	3,349,157	3,235,937	3,900,946	785,015

GB Employers' Associations with NI Members - 31 December 1998 (unless otherwise indicated)

GB Employers' Associations with NI Members	NI Members	NI Contributions	Total Members (inc. Channel Islands and RO)	Total Income	Total Expenditure	Total Assets	Total Liabilities
Association of Newspapers and Magazine Wholesalers (31/3/99)	2	808	30	619,754	561,873	206,695	158,888
British Amusement Catering Trades Association (30/9/98)	1	626	608	943,453	947,654	1,081,823	230,781
British Clothing Industry Association Ltd	9	19,286	150	797,555	834,896	5,464,026	436,416
British Jewellery and Giftware Federation	4	1,479	1,970	1,506,000	2,233,000	11,020,000	1,885,000
British Metals Federation	6	5,050	201	312,000	270,000	394,000	112,000
British Pre-Cast Concrete Federation Ltd	2	8,370	70	335,000	326,000	134,000	62,000
British Soft Drinks Association	1	12,639	119	1,198,702	1,147,455	600,637	277,732
Chemical Industries Association (30/6/99)	2	Nil	178	5,128,496	5,266,795	1,497,677	1,505,744
Cinema Exhibitors' Association	5	940 (e)	160	345,849	278,583	363,688	48,590
Construction Plant Hire Association (30/6/99)	3	1,028	1,123	556,910	493,876	375,859	139,159
Electrical Contractors' Association	29	50,000	2,003	10,541,014	7,953,118	52,098,575	14,862,064
Engineering Employers' Federation	1	80,170	17	3,386,000	5,133,000	25,180,000	1,505,000
Federation of Master Builders	415	69,978	14,634	3,111,000	2,995,000	4,521,000	2,100,000
Freight Transport Association	262	50,042	11,777	13,671,000	13,481,000	8,504,000	3,912,000
Glass and Glazing Federation	31	28,725	537	1,224,468	1,138,509	1,690,157	444,315
Heating & Ventilating Contractors' Association (28/2/99)	51	40,339	1,276	6,651,000	8,821,000	7,094,000	3,040,000
Knitting Industries Federation	1	500 (e)	219	272,789	249,036	262,722	85,997
Mastic Asphalt Council (31/1/99)	2	3,600	79	279,156	303,505	142,932	24,404
National Association of Self Employed	356	20,704	988	67,000	56,000	66,000	4,000
National Bed Federation	1	520	117	162,942	180,860	282,632	165,111
National Federation of Master Window and General Cleaners	12	300	1,812	146,127	102,508	241,213	22,993
National Federation of Retail Newsagents	854	168,750	23,868	4,994,304	4,836,718	5,928,557	1,668,676
National Federation of Roofing Contractors Limited (31/1/99)	19	8,550	703	510,000	567,000	264,000	119,000
National Hairdressers Federation	14	1,302	4,983	661,514	745,478	1,071,597	307,985
National Master Tile Fixers' Association	1	400	119	43,228	40,204	22,644	877
National Pharmaceutical Association	328	74,000	5,318	3,449,176	3,161,587	4,274,042	1,528,645
National Sawmilling Association	3	Nil	49	21,000	1,000	40,000	4,000
Producers Alliance for Cinema and Television Ltd (30/9/98)	30	35,000	1,070	2,064,663	1,711,333	1,493,387	493,813
Publicists Association	3	658	177	1,798,000	1,635,000	552,000	261,000
Radio, Electrical and Television Retailers' Association (31/10/98)	2	264	1,546	385,826	347,460	1,026,429	77,470
Retail Motor Industry Federation Ltd	356	97,708	10,959	14,289,000	14,795,000	8,695,000	5,028,000
Scottish Association of Master Bakers	2	242	574	638,357	545,168	1,548,493	295,170
Scottish & NI Plumbing Employers' Federation	122	24,144	974	502,361	513,786	614,494	45,962
Screen Printing Association (UK) Ltd (31/10/98)	3	1,185	229	106,730	111,957	56,560	23,824
Society of Master Shoe Repairers (30/9/98)	2	122	281	30,227	35,347	30,659	3,811
The Incorporated Guild of Hairdressers, Wigmakers and Perfumers	2	140	348	14,968	18,602	62,235	22,271
The Newspaper Society	11	60,690	197	3,585,000	3,526,000	4,649,000	2,742,000
The Made Up Textiles Association	2	263	289	157,838	140,360	170,161	59,844
Theatrical Management Association	6	6,434	384	521,000	540,000	252,000	180,000
Thermal Insulation Contractors Association	4	2,700	192	798,096	722,422	728,285	298,936
UK Jute Goods Association	1	135	31	4,743	3,720	8,785	971
Vehicle Builders & Repairers Association Ltd	20	6,959	1,477	856,718	758,907	1,283,977	329,157
TOTALS	2,961	884,750	92,036	86,688,964	87,530,717	153,993,941	44,313,606

(e) = estimated

Salary and Benefits of the Chief Officers of GB Headquartered Trade Unions with NI Members - at 31 December 1998 (unless otherwise indicated)

Trade Union	Office Held	Salary £	Benefits (excl. NI contributions)
			£
Abbey National Staff Association	General Secretary	16,600	2,181
Alliance & Leicester Group Union of Staff	None held	Nil	Nil
Amalgamated Engineering & Electrical Union ¹	General Secretary	62,764	31,693
Association of Clinical Biochemists	General Secretary	Nil	Nil
Association for College Management	General Secretary	54,296	2,667
Association of Educational Psychologists	General Secretary	38,819	4,686
Association of First Division Civil Servants	General Secretary	53,253	10,957
Association of HM Inspector of Taxes	General Secretary	Nil	Nil
Association of Local Authority Chief Executives†	Honorary Secretary	2,500	Nil
Association of Principal Fire Officers (31/3/99)	General Manager	Nil	Nil
Association of Professional Ambulance Personnel	General Secretary	Nil	Nil
Association of Professional Music Therapists †	Chairman	1,423	Nil
Association of Teachers & Lecturers	General Secretary	82,253	15,828
Association of University Teachers (31/8/98)	General Secretary	56,149	10,107
AXIS - The Sun Life Staff Association	General Secretary	Nil	Nil
Bakers, Food & Allied Workers Union	General Secretary	28,866	6,512
Banking, Insurance & Finance Union	General Secretary	45,292	9,392
Boots Pharmacists' Association (JBPA)	General Secretary	5,000	Nil
Britannia Staff Union	General Secretary	Nil	Nil
Britannic Field Staff Association ²	National Secretary	22,497	5,246
Britannic Supervisory Union †	National President	600	Nil
British Actors Equity Association	General Secretary	47,781	5,475
British Airline Pilots Association	General Secretary	77,696	12,995
British Association of Advisors & Lecturers in PE (31/3/99)	General Secretary	11,736	Nil
British Association of Dental Nurses	General Secretary	Nil	Nil
British Association of Journalists	General Secretary	4,725	543
British Association of Occupational Therapists (30/9/98)	Chairman	15,225	Nil
British Dental Association(30/9/98)	Chief Executive	77,777	486
British Dietetic Association(28/2/99)	General Secretary	Nil	Nil
British Medical Association	General Secretary	105,613	21,172
British Orthoptic Society	General Secretary	Nil	Nil
British Union of Social Work Employees (31/5/99)	General Secretary	5,859	802
Broadcasting, Entertainment, Cinematograph & Theatre Union	General Secretary	40,834	8,480
Ceramic & Allied Trades Union	General Secretary	30,910	17,955
Chartered Society of Physiotherapy	Chief Executive	39,083	5,081
Civil & Public Services Association (1/1/98 - 10/3/98) ³	General Secretary	9,795	Nil
CGU Staff Association	General Secretary	51,059	7,148
Communication Managers Association (1/1/98 - 7/5/98)	General Secretary	19,333	10,550
Communication Workers Union ⁴	Joint General Secretaries	(a)19,424 (b)64,262	2,797 27,879
Community & District Nursing Association(31/3/99) ⁵	General Secretary	14,000	Nil
Community and Youth Workers Union	General Secretary	29,070	2,582
Engineers & Managers Association	General Secretary	66,294	14,154
Fire Brigades Union	General Secretary	46,028	17,776
Gallagher Sales Staff Association	General Secretary	Nil	Nil
General Dental Practitioners Association †	General Secretary	25,235	Nil
Girobank†	General Secretary	200	Nil
GMB	General Secretary	61,739	16,711
Graphical Paper & Media Union (30/9/98)	General Secretary	61,543	11,469
Guinness Brewing Staff Association	President	Nil	Nil
Guild of Professional Teachers of Dancing †	General Secretary	6,000	Nil
Hambro Staff Association	General Secretary	Nil	Nil
Headmasters & Headmistresses' Conference (31/3/99)	General Secretary	55,738	18,639
Hospital Consultants & Specialists Association (30/9/98)	Chief Executive	42,156	11,578
Independent Union of Halifax Staff	General Secretary	67,706	10,256
Institute of Journalists	General Secretary	22,460	Nil
Institution of Professionals Managers & Specialists ⁶	General Secretary	71,360	5,573
Leeds & Holbeck Building Society Staff Association	General Secretary	Nil	Nil
Lloyd's Register (UK) Staff Association	General Secretary	Nil	Nil
Managerial and Professional Officer's Union	General Secretary	48,579	2,571
Manufacturing Science & Finance Union	General Secretary	71,073	10,908
Musicians' Union	General Secretary	55,102	16,842
National Association of Co-operative Officials	General Secretary	51,132	9,704
National Association of Educational Inspectors, Advisors and Consultants	General Secretary	24,355	Nil
National Association of Group Secretaries to the NFU ⁷	General Secretary	Nil	5,540
National Association of Head Teachers ⁸	General Secretary	78,267	11,381
National Association of Probation Officers	General Secretary	40,225	9,075
NASUWT	General Secretary	65,461	16,610
National Association of Teachers in F & HE	General Secretary	42,541	7,023

Salary and Benefits of the Chief Officers of GB Headquartered Trade Unions with NI Members - at 31 December 1998 (unless otherwise indicated)

Trade Union	Office Held	Salary £	Benefits (excl. NI contributions)
			£
National Federation of Sub-Postmasters	General Secretary	54,389	16,720
National League of the Blind & Disabled	General Secretary	23,650	5,171
National Society for Education in Art & Design (30/9/98)	General Secretary	38,831	Nil
National Union of Insurance Workers ⁹	General Secretary	38,506	20,671
National Union of Journalists (30/9/98)	General Secretary	43,284	2,206
National Union of Knitwear, Footwear and Apparel Trades	General President	36,789	16,938
NUMAST	General Secretary	54,005	9,248
National Union of Rail Maritime & Transport Workers	General Secretary	52,916	15,862
Nationwide Group Staff Union	General Secretary	55,548	8,235
Offshore Industry Liaison Committee	General Secretary	23,680	Nil
Prison Service Union	National Secretary	Nil	Nil
Prison Governors Association	General Secretary	Nil	Nil
Prison Officers Association	General Secretary	41,872	21,202
Professional Association of Teachers	General Secretary	24,169	1,909
Public and Commercial Services Union (11/3/98 - 31/12/98) ¹⁰	Joint General Secretaries	(a)40,064 (b)42,416	Nil 2,123
Public Services, Tax and Commerce Union (1/1/98 - 10/3/98) ¹¹	Joint General Secretaries	(a)2,256 (b)10,204	41,838 510
Retained Firefighters Union	General Secretary	25,152	2,096
Retired Officers Association (30/6/99)†	General Secretary	1,000	1,500
Royal College of Midwives (31/8/98) ¹²	General Secretary	47,611	10,415
Royal College of Nursing of UK (31/3/99) ¹³	General Secretary	33,844	10,219
Royal Society for the Protection of Birds (31/3/99)	General Secretary	Nil	Nil
Scottish Equitable Staff Association (30/6/99)	General Secretary	Nil	Nil
Secondary Heads Association	General Secretary	58,578	5,595
Society of Authors Ltd	General Secretary	65,500	17,276
Society of Chiroprodists and Podiatrists ¹⁴	General Secretaries	(a)49,550 (b)16,552	2,226 994
Society of Radiographers (30/9/98)	General Secretary	26,027	2,227
Society of Telecom Executives ¹⁵	General Secretary	60,935	9,131
Society of Union Employees (UNISON)	General Secretary	Nil	Nil
Transport & General Workers Union	General Secretary	59,611	15,099
Transport Salaried Staffs Association	General Secretary	41,422	1,576
Union for Bradford and Bingley Staff	General Secretary	35,422	5,372
UCATT	General Secretary	33,897	6,649
Union of Finance Staff	General Secretary	65,427	8,996
UNISON	General Secretary	68,699	21,179
Union of Royal and Sun Alliance Staff	General Secretary	48,716	5,782
USDAW	General Secretary	60,350	14,138
United Friendly Agents Association ¹⁶	General Secretary	20,680	32,917
Woolwich Independent Staff Association	General Secretary	32,477	8,275
Writers Guild of Great Britain	General Secretary	41,040	3,078

† Indicates the payment of an honorarium

Notes

- The General Secretary's benefits include a bridging loan of £15,716. In addition, executive member Mr Elsom received a salary of £34,709 and £201,382 benefits (including £160,384 redundancy/severance pay) for the period 1/1/98 to 10/7/98.
- Treasurer received a salary of £22,497 and benefits of £6,447 excluding NIC.
- Superannuation contributions were suspended on actuarial advice. The General Secretary's salary is for the period 1/1/98 - 10/3/98.
- (a) Mr A I Young (b) Mr D G Hodgson Mr Young was paid up until 17/4/98.
- National Professional Officer, Ms Ballard, received a salary of £29,791.
- Superannuation contributions were suspended on actuarial advice.
- The Administrative Officer received a salary of £15,000.
- The General Secretary also acts as the Association's Solicitor. £15,513 of his salary is for this work.
- MSF contributes 20% of these costs.
- (a) Mr B Reamsbottom (b) Mr John Sheldon
- (a) Mr Clive Brooke (b) Mr John Sheldon Mr Brooke's benefits of £41,838 included £41,725 in severance pay.
- The Royal College of Midwives is a special register body and as such 74% of the General Secretary's salary of £64,339 and benefits of £14,074 are in respect of trade union activities.
- The Royal College of Nursing of the United Kingdom is a special register body and as such 40% of the General Secretary's salary of £84,610 is in respect of trade union activities. The General Secretary also received a total of £18,342 in benefits, of which £10,219 is in respect of trade union activities. This sum is made up of £5,415 superannuation (at 40%) and £4,804 other benefits (at 100%).
- (a) M D Paulson - General Secretary from 1/1/98 to 4/9/98
(b) Mr G A C Vaughan - Acting General Secretary from 5/9/98 to 31/12/98.
- The General Secretary benefits from a Life Assurance and Disability Scheme. In 1998 the annual premium paid by the society was: Life Assurance: £8,053; and Disability: £13,100.
- General Secretary's benefits of £32,917 included redundancy payment of £30,000.

**List of GB Unions with Northern Ireland Members who have "Contracted-In" To Political Funds -
31 December 1998 (unless otherwise indicated)**

Trade Unions	NI Members	NI
		Contributions £
Amalgamated Engineering and Electrical Union	4,375	14,550
Association of Her Majesty's Inspector of Taxes	27	81
Association of University Teachers (31/8/98)	521	420
Communication Managers' Association	103	52
Communication Workers' Union	3,075	15,991
Fire Brigades Union	612	2,197
GMB	33	168
Graphical Paper and Media Union (30/9/98)	351	1,743
MSF	487	2,279
National Association of School Masters and Union of Women Teachers	3,275	1,782
National Association of Teachers in Further and Higher Education	355	426
National Union of Insurance Workers	56	87
National Union of Rail Maritime and Transport Workers	21	836
Prison Officers' Association	2,540	2,286
Public Tax and Commercial Services Union (1/1/98 - 10/3/98)	1,118	335
Society of Telecom Executives	49	126
Transport and General Workers' Union	15,626	48,776
Transport Salaried Staffs' Association	33	79
Union of Shop Distributive and Allied Workers	1,695	6,647
TOTALS	34,352	98,861

**List of GB Unions with Northern Ireland Members Who Do Not Contribute to Political Funds -
31 December 1998 (unless otherwise indicated)**

Bakers, Food and Allied Workers Union
Broadcasting, Entertainment, Cinematograph & Theatre Union
Ceramic & Allied Trades Union
Civil and Public Services Association (1/1/98 - 10/3/98)
Institution of Professionals, Managers and Specialists
Musicians' Union
National League of the Blind & Disabled
National Union of Knitwear, Footwear and Apparel Trades
Union of Construction, Allied Trades and Technicians
UNISON

Statutory Fees Applicable From 14 September 1997 *Fees are calculated to represent the full cost of providing each service*

	Current Fee
Application for entry in the list of trade unions	£55
Application for entry in the list of employers' associations	£55
Application for approval of a change of name	£50
Application for a certificate of independence	£55
Application for formal approval of an instrument of transfer of engagements or an instrument of amalgamation	£760
Inspection of merger documents	£35

List Of Certification Office Forms

	Form No.:
Application for entry in the list of trade unions	CO(ND)1
Application for entry in the list of employers' associations	CO(ND)2
Application for approval of a change of name	CO(ND)3
Declaration in support of an application of a change of name	CO(ND)4
Application for a certificate of independence	CO(ND)5
Application for formal approval of instrument of transfer of engagements	CO(ND)6
Application for formal approval of a notice to members in connection with a transfer of engagements	CO(ND)7
Application for formal approval of an instrument of amalgamation	CO(ND)8
Application for formal approval of a notice to members in connection with an amalgamation	CO(ND)9
Application for the registration of an instrument of transfer of engagements	CO(ND)10
Statutory declaration on behalf of the transferor organisation in support of the registration of an instrument of transfer of engagements	CO(ND)11
Statutory declaration on behalf of the transferee organisation in support of the registration of an instrument of transfer of engagements	CO(ND)12
Statutory declaration on behalf of the transferee organisation in support of the registration of an instrument of transfer of engagements	CO(ND)13
Application for registration of an instrument of amalgamation	CO(ND)14
Statutory declaration in support of an application for the registration of an instrument of amalgamation	PF(ND)1
Application for the approval of amendment(s) to political fund rules	PF(ND)2
Application for approval of rules for political fund	PF(ND)4
Application for approval of rules for political fund ballot or political fund	PF(ND)5
Return of result of political fund ballot	

Certification Office Publications

The following Certification Office booklets are available free of charge on request:

1. Mergers: a guide to the statutory requirements for transfers of engagements and amalgamations of trade unions and employers' associations.
2. Guidance for trade unions wishing to apply for a certificate of independence.
3. Guidance for trade unions and employers' associations wishing to establish a political fund.
4. A guide to political fund review ballots.
5. Financial Irregularities in Trade Unions and Employers' Associations
6. Annual Reports of the Certification Officer.