REGULATIONS ON THE PRIMARY TRADE UNION ORGANIZATION OF NAVOI STATE UNIVERSITY

APPROVED BY:
Chairperson of the Conference (General Meeting) of the Primary Trade Union Organization of Navoi State University

“____” _____ 2026

I. GENERAL PROVISIONS

1.1. These Regulations define the purpose, objectives, rights, organizational procedures, governing bodies, and basic principles of the financial activities of the Primary Trade Union Organization of Navoi State University (hereinafter referred to as the “Trade Union”).

1.2. The Trade Union is a voluntary public association established to represent and protect the labour, socio-economic, and legitimate interests of university employees.

1.3. In its activities, the Trade Union shall comply with the Constitution of the Republic of Uzbekistan, the Law of the Republic of Uzbekistan “On Trade Unions,” the Labour Code of the Republic of Uzbekistan, other regulatory legal acts, the charter of the relevant trade union, the collective agreement, and these Regulations.

1.4. The Trade Union shall conduct its activities in accordance with the principles of legality, voluntariness, equality, non-discrimination, independence, transparency, and democratic governance.

1.5. Membership in the Trade Union is voluntary. An employee’s decision to join or not to join a trade union shall not constitute grounds for restricting their labour rights or legitimate interests.

1.6. Within the powers established by applicable legislation and the trade union charter, the Trade Union shall protect the interests of the university’s academic and teaching staff, research staff, administrative and managerial personnel, educational support staff, technical personnel, and service staff.

1.7. The organizational structure of the Trade Union, its relations with higher-level trade union bodies, and membership matters shall be governed by the relevant trade union charter and applicable legislation.

II. PURPOSE AND MAIN OBJECTIVES OF THE TRADE UNION

2.1. The main purpose of the Trade Union is to protect the labour, socio-economic, and professional interests of university employees, promote decent working conditions, and strengthen a healthy social environment within the workforce.

2.2. The main objectives of the Trade Union are as follows:

a) to protect employees’ labour rights, freedoms, and legitimate interests;

b) to represent employees' interests in matters relating to employment contracts, wages, working hours, rest periods, annual leave, and other employment-related issues;

c) to develop social partnership and cooperation with the university administration;

d) to participate in the development, conclusion, implementation, and monitoring of the collective agreement;

e) to promote compliance with labour legislation and occupational health and safety requirements;

f) to consider employees' applications, proposals, and complaints and assist in resolving them;

g) to support employees socially, provide financial assistance, and facilitate health improvement and recreational activities;

h) to organize cultural, educational, sports, health, and recreational activities for employees and their family members;

i) to improve employees' legal awareness regarding labour rights and trade union activities;

j) to strengthen mutual respect, equality, solidarity, and social stability within the workforce.

III. RIGHTS AND POWERS OF THE TRADE UNION

3.1. Within the powers established by applicable legislation and the relevant trade union charter, the Trade Union shall have the following rights:

a) to conduct negotiations with the university administration on the protection of employees' labour and socio-economic interests;

b) to participate in the development, conclusion, and implementation of collective agreements and arrangements;

c) to participate in discussions concerning matters affecting employees' interests and submit relevant proposals;

d) to exercise public oversight, in accordance with the established procedure, over compliance with labour legislation and occupational health and safety requirements;

e) to receive, examine, and assist in resolving employees' written and oral appeals within its competence;

f) to appeal to the university administration or relevant competent authorities in cases involving violations of employees' labour rights;

g) to represent employees' interests in the consideration of labour disputes in accordance with applicable legislation;

h) to develop proposals for improving working conditions, employees' social protection, and overall well-being;

i) to submit proposals concerning employee incentives, financial assistance, and social support;

j) to prepare reports on trade union activities and provide information to members.

3.2. In cases stipulated by legislation, any consent, opinion, or participation required from the Trade Union shall be provided in accordance with the relevant regulatory legal acts and the collective agreement.

3.3. In exercising its powers, the Trade Union shall respect the lawful authority of the university administration, employees' rights, and the requirements of applicable legislation.

IV. TRADE UNION MEMBERSHIP

4.1. Membership in the Trade Union shall be voluntary and conducted in accordance with the procedures established by the relevant trade union charter.

4.2. Matters concerning joining the Trade Union, maintaining membership, and withdrawing from membership shall be governed by the relevant charter and applicable legislation.

4.3. Members of the Trade Union shall have the following rights:

a) to receive information about Trade Union activities;

b) to elect and be elected to Trade Union bodies in accordance with the relevant charter;

c) to apply to the Trade Union for the protection of their rights and interests;

d) to submit proposals concerning Trade Union activities and participate in discussions;

e) to access reports on the Trade Union's financial activities and the use of funds in accordance with the established procedure;

f) to benefit from social support measures provided by the Trade Union, subject to approved procedures and available resources.

4.4. Members of the Trade Union shall fulfil the obligations established by the relevant charter, pay membership fees in accordance with the established procedure, and support the lawful activities of the Trade Union.

4.5. The labour rights and legitimate interests of women and men, as well as international employees legally employed by the university, shall be protected without discrimination. Their eligibility for trade union membership and matters relating to representation shall be determined in accordance with applicable legislation and the relevant trade union charter.

V. GOVERNING BODIES OF THE TRADE UNION

5.1. The governing bodies of the Trade Union shall be established in accordance with the relevant trade union charter and the prescribed organizational procedures.

5.2. The supreme governing body of the Trade Union shall be the conference or general meeting convened in accordance with the established procedure.

5.3. The powers of the conference or general meeting shall include:

a) determining the main areas of Trade Union activity;

b) electing the Trade Union Committee and other elected bodies in accordance with the established procedure;

c) hearing reports on Trade Union activities;

d) reviewing reports on financial activities and the use of funds;

e) considering amendments and additions to these Regulations;

f) discussing information on the implementation of the collective agreement;

g) considering other matters in accordance with the relevant charter and applicable legislation.

5.4. Between conferences or general meetings, the Trade Union Committee shall manage the activities of the Trade Union.

5.5. The Trade Union Committee shall:

a) operate in accordance with an approved work plan;

b) consider employees' appeals and determine appropriate measures;

c) participate in monitoring the implementation of the collective agreement;

d) develop proposals to protect employees' labour and socio-economic interests;

e) coordinate activities relating to social assistance and health improvement;

f) ensure that Trade Union funds are used lawfully and for their intended purposes;

g) report to Trade Union members on activities carried out.

5.6. The Chairperson of the Trade Union shall organize the work of the Committee, preside over meetings, coordinate the implementation of adopted decisions, and represent the Trade Union within the scope of their authority.

5.7. The rights and duties of the Chairperson, election procedures, term of office, and procedures for early termination of powers shall be determined by the relevant trade union charter and decisions of the authorized meeting.

5.8. Decisions of the Trade Union bodies shall be documented in meeting minutes and adopted in accordance with applicable legislation, the relevant charter, and these Regulations.

VI. COOPERATION WITH THE UNIVERSITY ADMINISTRATION

6.1. The Trade Union shall cooperate with the university administration on matters relating to employees' labour, socio-economic, and professional interests in accordance with applicable legislation.

6.2. The main areas of cooperation shall include:

a) developing the collective agreement and monitoring its implementation;

b) discussing working conditions and occupational health and safety issues;

c) considering matters relating to wages, rest periods, leave, social guarantees, and other employment-related issues;

d) assisting in the timely consideration of employees' appeals;

e) developing proposals to strengthen employees' social protection;

f) organizing cultural, educational, sports, health, and other social activities.

6.3. Cooperation with the university administration shall be based on mutual respect for the parties' lawful powers and obligations.

6.4. The Trade Union shall consider proposals from the university administration concerning matters affecting employees' interests and respond within the scope of its authority.

VII. SOCIAL SUPPORT FOR EMPLOYEES AND OCCUPATIONAL HEALTH AND SAFETY

7.1. The Trade Union shall provide social support to its members in accordance with the relevant charter, the collective agreement, the approved expenditure plan, and available financial resources.

7.2. Social support measures may include:

a) providing financial assistance;

b) supporting employees experiencing difficult social circumstances;

c) facilitating health improvement and recreational activities;

d) organizing cultural, educational, and sports activities;

e) considering matters relating to employees' family and social needs.

7.3. The conditions, criteria, amounts, and procedures for providing financial assistance shall be determined on the basis of relevant internal documents and available financial resources.

7.4. The Trade Union shall participate, within the powers established by legislation, in activities aimed at occupational health and safety, the creation of safe working conditions, and the protection of employees' health.

7.5. The Trade Union shall examine employees' proposals and appeals concerning working conditions and submit proposals to the relevant organizations to address identified problems.

VIII. FINANCIAL ACTIVITIES AND TRADE UNION FUNDS

8.1. The financial activities of the Trade Union shall be carried out in accordance with applicable legislation, the relevant trade union charter, and approved financial documents.

8.2. Trade Union funds may be formed from sources permitted by law and the relevant charter, including membership fees and other lawful receipts.

8.3. Trade Union funds may be used for the following purposes:

a) organizing and maintaining Trade Union activities;

b) providing social support and financial assistance to employees;

c) organizing health, cultural, educational, and sports activities;

d) covering expenses related to protecting the lawful interests of Trade Union members;

e) meeting other expenses approved in accordance with the established procedure.

8.4. Funds shall be spent for their intended purposes, economically, and transparently, with all relevant financial transactions properly documented.

8.5. Reports on the financial activities of the Trade Union shall be prepared periodically and submitted to the relevant Trade Union bodies and members in accordance with the established procedure.

8.6. Financial activities shall be monitored in accordance with the relevant trade union charter and established procedures.

IX. REPORTING, OVERSIGHT, AND DOCUMENT MANAGEMENT

9.1. The Trade Union shall maintain work plans, meeting minutes, records of appeals, financial documents, and other necessary records in accordance with applicable legislation and internal procedures.

9.2. The Trade Union shall register employees' appeals in accordance with the established procedure and maintain appropriate records of their consideration and outcomes.

9.3. The Trade Union Committee shall periodically report on its activities, the implementation of the collective agreement, and financial operations.

9.4. Transparency and accountability shall be ensured in Trade Union activities. At the same time, personal data, the private information of individuals submitting appeals, and other legally protected information shall be safeguarded.

9.5. Proposals and objections concerning Trade Union activities shall be considered in accordance with the established procedure.

X. FINAL PROVISIONS

10.1. These Regulations shall enter into force on the date of their approval by the conference or general meeting, unless a different effective date is specified in the relevant decision.

10.2. Amendments and additions to these Regulations shall be made by a decision of the authorized meeting in accordance with the relevant trade union charter and applicable legislation.

10.3. If any provision of these Regulations conflicts with applicable legislation or the relevant trade union charter, the provisions of the legislation and the charter shall prevail.

10.4. Reorganization or termination of the activities of the Trade Union shall be carried out in accordance with applicable legislation and the relevant trade union charter.

10.5. Matters not regulated by these Regulations shall be resolved in accordance with the legislation of the Republic of Uzbekistan, the relevant trade union charter, the collective agreement, and other applicable documents.