

**CONSTITUTION**

***Article 1*: *Name, headquarters and scope of activities***

The European Federation of Building and Woodworkers (abbreviated EFBH-FETBB) is based in Brussels. The operating sphere of the EFBH-FETBB shall in principle comprise all the trade union federations in the building, woodworking, forestry and allied industries and trades of Europe. For the purposes of this Constitution, Europe is defined as the territory of the Member States of the European Union, member countries of the European Economic Area, Switzerland, and official EU Candidate countries.

***Article 2: EFBH-FETBB affiliates***

All free and democratic national trade unions, and sectoral structures of unions or federations, organising workers in the building, woodworking, forestry and allied industries and trades, and which are members of a national confederation represented in the European Trade Union Confederation, may apply for affiliation to the EFBH-FETBB.

***Article 3: Affiliation***

The application must be sent to the EFBH-FETBB in written form. The secretariat shall be provided with all relevant information, such as the total number of members within the EFBH-FETBB area of activities, statutes, and information about the financial status. The secretariat shall ask for opinions in written form of existing national affiliates from the country concerned. Membership or observer status shall be approved with two-thirds of the votes of the unions represented in the Executive Committee.

A federation whose national confederation is not affiliated to the ETUC may obtain observer status in respect of the EFBH-FETBB, subject to the approval of two-thirds of the votes of the federations represented on the Executive Committee.

The Executive Committee has decided to adopt a special arrangement for the admission of those new members joining as a result of EU enlargement which are not yet in a position to meet their obligation to settle the normal level of their affiliation fee.This special arrangement may depart, wholly or partially, from the provisions of this Constitution. The arrangement will apply initially only up to the time of the next General Assembly.

***Article 4: Termination of affiliation***

Affiliation shall be terminated by:

* resignation of the union from the EFBH-FETBB
* expulsion by the EFBH-FETBB
* dissolution of the affiliated union

An affiliate that wishes to resign from the EFBH-FETBB with all or part of its members shall no later than 30th June hand its notice of resignation to the Executive Committee. The resignation shall come into effect as at 1st January of the following year.

Affiliated organisations can be expelled from the EFBH-FETBB if:

* they are in arrears with one year's affiliation fees
* they knowingly act against the interests of the EFBH-FETBB

The decision of expulsion can only be effected by the Executive Committee and the decision has to be adopted by a two-third majority of the votes of the organisations represented. In the case of dissolution of an affiliate it shall be the responsibility of the affiliate to inform the EFBH-FETBB about the date of the dissolution.

***Article 5: Aims and Tasks of the EFBH-FETBB***

The EFBH-FETBB is constituted to promote and uphold the economic, social, political and cultural interests of all workers in the European building, woodworking, forestry and allied industries and trades in Europe and in a global context.

With a view to effectively promoting these interests, the EFBH-FETBB shall work in close cooperation with the affiliated organisations on all social, economic, political and environmental questions within Europe.

The EFBH-FETBB's activities shall be directed towards achieving the necessary social reforms with a view to creating the conditions for a sound social policy, strengthening democracy, promoting equal rights and equal treatment of all workers, improving conditions of employment and promoting full employment, furthering economic and social progress, and championing the cause of a free and democratic trade union movement in Europe.

The affiliated organisations, which have autonomy in all matters concerning their national and international activities, undertake to support and develop at the European and national level the decisions and positions taken jointly.

They further undertake to strengthen the coordinating role of the EFBH-FETBB and to further develop European cooperation through the EFBH-FETBB.

The EFBH-FETBB shall seek to carry out the following four key tasks:

* to ensure that the necessary influence is brought to bear on all major European bodies, in particular the European Union, with regard to legal, policy and other European developments and through the European social dialogue, such that the specific problems and interests of the industries represented by the EFBH-FETBB are taken into account.
* to mount initiatives and undertake actions whereby a European trade union policy for the industries represented by the EFBH-FETBB can be formulated. These policies cover such key areas as labour market trends, migration, the completion of the European internal market, the environment, vocational training, health and safety at the workplace and labour legislation. In this connection, the EFBH-FETBB seeks to pay close attention to the need for solidarity with the workers and populations of other countries in the world.
* to promote cooperation and the exchange of experiences with the affiliated organisations; to ensure that information is regularly gathered and disseminated; to take initiatives to conduct studies on relevant issues; and to ensure that the situation of workers in the industries represented by the EFBH-FETBB is continuously monitored.
* to perform all necessary representation activities connected with the above aims and tasks, and to represent the affiliated organisations at European level. In this representative capacity, the policy for the industries represented by the EFBH-FETBB, as jointly agreed in the General Assembly and Executive Committee, shall be actively promoted in contacts with all relevant institutions and organisations.

***Article 6: Individual membership rights***

Where the members of one of the affiliated organisations are posted for a short period to another European country, they shall be entitled, on the basis of their membership, to obtain advice and information free of charge from the affiliated organisation(s) in the country of employment.

Where a member of one of the affiliated organisations is posted for a longer period, or else emigrates to another European country, membership in the country of employment shall serve as the guiding principle. The affiliated organisations shall take the necessary steps to ensure that an uninterrupted membership can be guaranteed. A worker with an uninterrupted membership in a trade union affiliated to the EFBH-FETBB in his/her home country, who is temporarily or permanently working abroad and who therefore switches membership to another trade union affiliated to the EFBH-FETBB, shall be entitled to the same rights as the long-standing members in the receiving union regarding issues such as legal assistance, etc.

***Article 7: Cooperation between the EFBH-FETBB and other trade union***

***organisations***

As a recognized social partner and thereby a part of the formal decision-making process of the European Union, the EFBH-FETBB shall seek to forge a close cooperation with other organizations and any other groupings which serve to make the EFBH-FETBB influential and reach its trade union and political objectives as defined by the General Assembly and the Executive Committee of the EFBH-FETBB.

Most relevant to this aim is:

* other European Trade Union Federations
* international trade union federations covering other geographical areas such as the BWI and the NFBWW

The EFBH-FETBB shall also reach out and strive to find common positions with social partners in the European Union on the employers’ side within the EFBH-FETBB sectors. This in order to promote coordinated and unitary initiatives, actions, lobbying activities and other forms of resolves representing the interests of the building, construction and woodworkers in Europe towards the political decision-making processes of the European Union.

***Article 8: EFBH-FETBB bodies***

The EFBH-FETBB comprises the following bodies:

* the General Assembly
* the Executive Committee
* the Presidium
* the Standing Committees
* the Auditing Committee

***Article 9: The General Assembly***

The General Assembly is the supreme authority of the EFBH-FETBB. It shall meet once every four years.

Votes in the General Assembly shall be cast orally, unless any one of the affiliated federations requests that votes be cast in writing. Decisions shall be taken by a simple majority of the votes, except with regard to amendments to the Constitution, in which case a two-thirds majority is required. In the event of equality of the votes, a new vote shall be held. Should there still be equality of the votes, the motion shall be deemed to have been rejected. Blank voting papers and abstentions shall not be counted for the purposes of the voting result.

Voting shall be conducted on the basis of the average amount of the affiliation fees paid during the past four years. For those organisations with less than 4 years' affiliation, the average amount paid during their period of affiliation shall be applicable.

In proportion to these fees, each organisation shall be entitled to 1 vote per 1,000 members or part thereof.

The General Assembly shall be convened by the Secretariat in accordance with the guidelines established by the Executive Committee at least six months before the General Assembly. The affiliated organisations may also request that the General Assembly be convened. In that case, a simple majority decision of the Executive Committee is required.

The following matters shall be dealt with at the General Assembly:

* the Activity report proposed by the Executive Committee;
* examination and endorsement of the Report of the Auditing Committee;
* the Action Plan proposed by the Executive Committee;
* amendments to the Constitution;
* the annual affiliation fee;
* elections.

The affiliated unions and the Executive Committee are entitled to submit resolutions and amendments to the Constitution. They must reach the secretariat at least four months before the date of the General Assembly.

The resolutions should either refer to the Action Plan or – if they are of a more general or political nature – contain a clear reference to whom they are directed and what is the intention. If an Action Plan Resolution is adopted by the General Assembly, it is to be incorporated in the final version of the Action Plan. The affiliated unions and the Executive Committee can submit emergency resolutions until the General Assembly. Emergency resolutions must only refer to events or developments that have taken place after the deadline for submitting resolutions.

The following may participate in the General Assembly:

* one delegate for each organisation representing up to 49,999 members;
* two delegates for each organisation representing between 50,000 and 99,999 members;
* four delegates for each organisation representing between 100,000 and 149,999 members;
* six delegates for each organisation representing between 150,000 and 199,999 members;
* eight delegates for each organisation representing 200,000 and more members;

The General Assembly shall be held in accordance with the set of rules adopted by the Executive Committee.

The General Assembly shall elect the Executive Committee, the President, a first Vice-President, a second Vice-President, a third Vice-President, the President of the Standing Committee Building and the President of the Standing Committee Wood from among the members of the Executive Committee, ensuring an even regional distribution of these positions, the General Secretary, and the two-member Auditing Committee drawn from non-Executive Committee members. The Secretariat must be notified of applications for these posts 2 months prior to the General Assembly.

The President shall represent the EFBH-FETBB. In the case of absence, the President shall be replaced in the following order:

* by the first Vice-President
* by the second Vice-President
* by the third Vice-President
* by the General Secretary

***Article 10: The Executive Committee***

The Executive Committee shall be the supreme body of the EFBH-FETBB during the period between two General Assemblies.

It shall comprise:

* 1 delegate for each country in which the organisations affiliated to the EFBH-FETBB represent up to 99,999 members;
* 2 delegates for each country in which the organisations affiliated to the EFBH-FETBB represent between 100,000 and 399,999 members;
* 3 delegates for each country in which the organisations affiliated to the EFBH-FETBB represent 400,000 and more members.

Delegates in the Executive Committee have the right to vote. An equal number of deputies shall be designated. They are to replace titular members in their absence and, in that case, have the right to vote.

Each affiliated organisation shall be entitled to participate in the Executive Committee as an observer, even if it is not entitled to a delegate in that body.

The Executive Committee shall meet to discuss strategic and decision-making matters at least twice a year, on the initiative of the Presidium. A further meeting of the Executive Committee may also be convened in writing at the request of at least two-thirds of its members.

The Executive Committee shall endeavour to achieve the widest possible measure of agreement. If a vote is necessary, the decision shall be taken by a simple majority of the votes cast, unless otherwise provided in the Constitution.

The Executive Committee shall appoint:

* the members of the Standing Committees
* a first vice-President and a second vice-President for each Standing Committee, ensuring an even regional distribution of these positions.

The Executive Committee can set up ad hoc working parties on specific topics of particular importance for the EFBH-FETBB. The Executive Committee can also create subcommittees or working groups for specific, cross-sectoral purposes, as for instance Occupational Health and Safety or European Works Council matters. When setting up such ad hoc working parties, working groups or subcommittees the Executive Committee shall also determine the mandate as well as the terms and conditions of their work including the time-frame, the composition of the groups, the chairpersons and to whom the relevant group shall report back.

***Article 11: Mandates***

With respect to the mandates and procedures for European negotiations, the Executive Committee, acting on a proposal of the EFBH-FETBB Presidium, shall adopt internal regulations by a simple majority, comprising the composition, the terms of reference and the chairperson of the negotiation group. Regarding the European Sectoral Social Dialogue the relevant Standing Committee has to take that decision regarding mandates and procedures.

***Article 12: The Presidium***

The President, the three Vice-Presidents, the General Secretary, the President of the Standing Committee Building and the President of the Standing Committee Wood, constitute the Presidium of the EFBH-FETBB.

The Presidium shall be the preparatory and coordinating body of the EFBH-FETBB. It shall have the authority to convene the various constituent bodies of the EFBH-FETBB. It shall also decide whether a new item shall be dealt with first in the Executive Committee or in one or both of the Standing Committees.

***Article 13: By-election and intermediate termination***

If there is a vacancy in the Executive Committee or the Auditing Committee between the General Assemblies, this vacancy should be filled by a decision that the Executive Committee makes in consultation with, and on the recommendation of the affiliated union that was represented earlier.

If there is a vacancy regarding the EFBH-FETBB President and Vice-Presidents, or regarding the Presidents and vice-Presidents of the Standing Committees, this vacancy should be filled by a decision of the Executive Committee.

For the elected positions in the EFBH-FETBB (members of the Executive Committee, EFBH-FETBB President and Vice-Presidents, Presidents of the Standing Committees), and for the vice-Presidents of the Standing Committees, these positions shall no longer be held when the person concerned no longer is in office in his own organisation, or if the trade union no longer is an affiliate of the EFBH-FETBB.

If the post of General Secretary becomes vacant between two General Assemblies, the Executive Committee shall appoint an acting General Secretary for the period remaining until the next General Assembly.

***Article 14: The Secretariat***

The General Secretary and his staff are entrusted with carrying out the decisions of the Executive Committee and for implementing the policy lines adopted by the General Assembly.

The EFBH-FETBB Secretariat shall comprise the Secretary and the staff. It shall be based in Brussels.

The General Secretary shall organise and co-ordinate the activities of the Secretariat. The Secretariat shall present an Activity Report, on which the General Assembly shall base its assessment of the activities pursued during the preceding period between General Assemblies.

The General Secretary shall automatically be entitled to participate in all meetings of the EFBH-FETBB's bodies.

***Article 15: Finance and the Auditing Committee***

The activities of the EFBH-FETBB shall be financed with the fees paid by the affiliated organisations. For the purpose of calculating the financial and staff needs and the general budget and to enable a proper assessment of the future risks and opportunities for the organisation the secretariat shall regularly report about the costs of the third-party funded projects and the foreseeable time consumption for the staff to the Auditing Committee and the relevant decision-making bodies.

The level of the affiliation fees shall be set by the General Assembly, for each of the next four years. The affiliation fees must be set at a level which guarantees the normal operation of the EFBH-FETBB and aims to maintain the capital reserves at a sustainable level, as defined by the Executive Committee. During the period between two General Assemblies, the Executive Committee may, in an emergency, temporarily modify the level of fees (i.e. to remain valid until the next General Assembly). In this case the voting rules for the General Assembly apply. Affiliation fees shall be paid in EURO, and in full, during the first four months of the year. Payment can be divided into two tranches within this period. Affiliation fees shall be calculated on the basis of the membership figure on 31st December of the preceding year. If an affiliated union has not paid its full affiliation fees before the second annual meeting of the Executive Committee, this union is not entitled to participate in any meeting organised by the EFBH-FETBB until the affiliation fee is paid.

With the exception of the General Assembly, travel expenses of the titular members of the EFBH-FETBB's different bodies shall be reimbursed in accordance with the decisions of the Executive Committee. Observers travel entirely on their own account.

The General Assembly shall elect an Auditing Committee composed of two titular and two deputy members whose term of office shall cover the period between two General Assemblies. The Auditing Committee shall be responsible for the annual examination of the financial situation and the auditing of the accounts of the Secretariat. The Auditing Committee shall prepare an annual report on the finances and accounts. This report shall be submitted to the Executive Committee.

***Article 16: The Standing Committees***

* The EFBH-FETBB shall set up a Standing Committee for the building sectors and a Standing Committee for the woodworking and forestry sectors.
* The Standing Committees shall be responsible for studying specific questions arising in their sectors at EU level and for submitting proposals to the Executive Committee.
* Each affiliated organisation is entitled to participate in the work of the committees.
* In accordance with Article 9 and 10, the President of each Standing Committee is elected by the General Assembly, and the two vice-Presidents are elected by the Executive Committee on a proposal from the respective Standing Committee, ensuring an even regional distribution of these positions, for a 4-year period for each Standing Committee.
* The Standing Committees shall meet, in consultation with the Secretariat and the Presidium, whenever deemed necessary and at least once a year. Each Standing Committee shall report to the Executive Committee and shall participate in the elaboration of the Activity report and the Action Plan which are proposed by the Executive Committee to be submitted to the General Assembly.

***Article 17: Amendments to the Constitution***

This Constitution shall take immediate effect from the decision taken by the 12th EFBH-FETBB General Assembly held on 26-27 November 2015.

Only the General Assembly shall be empowered to amend the Constitution.

Each amendment to the Constitution shall obtain a two-thirds majority of the votes cast, on the basis of 1 vote for every 1,000 members or part thereof.

***Article 18: Matters not covered***

In all matters not covered by this Constitution, the Executive Committee shall have power to take decisions.

***Article 19: Dissolution or merger***

The decision to disband the EFBH-FETBB or to merge the EFBH-FETBB with another organisation may only be taken by a General Assembly convened specifically for that purpose and providing that a two-thirds majority of validly-cast votes is obtained. The General Assembly which decides to disband the EFBH-FETBB, or to merge it with other organisations shall determine what is to be done with the EFBH-FETBB's assets.

### Adopted at the General Assembly of 26 and 27 November 2015

***Annex 1 to the Constitution – definition of “allied industries and trades”***

In Article 1 of the EFBH-FETBB Constitution, it is stated that “*the operating sphere of the EFBH-FETBB shall in principle comprise all the trade union federations in the building, woodworking, forestry and allied industries and trades of Europe”*. The Executive Committee interprets the expression “allied industries and trade” as to include the sub-sectors in the list below. The classification system used is the NACE code, and basis for inclusion are 1) sub-sectors that according to the Commission form part of the building, wood, furniture and forestry sectors; 2) sub-sectors that affiliates to the EFBH-FETBB have members within and pay membership to the EFBH-FETBB for; 3) sub-sectors that the EFBH-FETBB are organizing activities for. The EFBH-FETBB represents the following three categories:

* wage earners (e.g. blue-collar workers, white-collar workers, managerial staff,

specialists and administrative staff (with the exclusion of leading top executive staff), false self-employed and “dependent” workers and others in similar active positions)

* inactive workers (e.g. unemployed, retired, disabled and other workers in similar inactive positions)
* self-employed workers (provided that they are organized by a trade union affiliated to the EFBH-FETBB)

02 - Forestry, logging and related service activities

08 - Other mining and quarrying

08.01 - Quarrying of stone, sand and clay

08.09 - Mining and quarrying n.e.c.

08.11 - Quarrying of ornamental and building stone, limestone, gypsum, chalk and slate

08.12 - Operation of gravel and sand pits; mining of clays and kaolin

16 - Manufacture of wood and products of wood and cork, except furniture; manufacture of articles of straw and plaiting materials

16.1 - Sawmilling and planing of wood;

16.1.0 - Sawmilling and planing of wood;

16.2 - Manufacture of products of wood, cork, straw and plaiting materials

16.2.1 - Manufacture of veneer sheets and wood-based panels

16.2.2 - Manufacture of assembled parquet floors

16.2.3 - Manufacture of other builders’ carpentry and joinery

16.2.4 - Manufacture of wooden containers

16.2.9 - Manufacture of other products of wood; manufacture of articles of cork, straw and plaiting materials

23 - Manufacture of other non-metallic mineral products

23.3.2 - Manufacture of bricks, tiles and construction products, in baked clay

23.5 - Manufacture of cement, lime and plaster

23.5.1 - Manufacture of cement

23.5.2 - Manufacture of lime and plaster

23.6 - Manufacture of articles of concrete, cement and plaster

23.6.1 - Manufacture of concrete products for construction purposes

23.6.2 - Manufacture of plaster products for construction purposes

23.6.3 - Manufacture of ready-mixed concrete

23.6.4 - Manufacture of mortars

23.6.5 - Manufacture of fibre cement

23.6.9 - Manufacture of other articles of concrete, plaster and cement

23.7 - Cutting, shaping and finishing of stone

25.1 - Manufacture of structural metal products

25.1.1 - Manufacture of metal structures and parts of structures

31 - Manufacture of furniture

31.0.1 - Manufacture of office and shop furniture

31.0.2 - Manufacture of kitchen furniture

41 - Construction of buildings   
41.1 - Development of building projects   
41.1.0 - Development of building projects   
41.2 - Construction of residential and non-residential buildings   
41.2.0 - Construction of residential and non-residential buildings   
42 - Civil engineering   
42.1 - Construction of roads and railways   
42.1.1 - Construction of roads and motorways   
42.1.2 - Construction of railways and underground railways   
42.1.3 - Construction of bridges and tunnels   
42.2 - Construction of utility projects   
42.2.1 - Construction of utility projects for fluids   
42.2.2 - Construction of utility projects for electricity and telecommunications   
42.9 - Construction of other civil engineering projects   
42.9.1 - Construction of water projects   
42.9.9 - Construction of other civil engineering projects n.e.c.   
43 - Specialised construction activities   
43.1 - Demolition and site preparation   
43.1.1 - Demolition   
43.1.2 - Site preparation   
43.1.3 - Test drilling and boring   
43.2 - Electrical, plumbing and other construction installation activities   
43.2.1 - Electrical installation   
43.2.2 - Plumbing, heat and air-conditioning installation   
43.2.9 - Other construction installation   
43.3 - Building completion and finishing   
43.3.1 - Plastering   
43.3.2 - Joinery installation   
43.3.3 - Floor and wall covering   
43.3.4 - Painting and glazing   
43.3.9 - Other building completion and finishing   
43.9 - Other specialised construction activities   
43.9.1 - Roofing activities   
43.9.9 - Other specialised construction activities n.e.c..

46.7.3 - Wholesale of wood, construction materials and sanitary equipment

46.7.4 - Wholesale of hardware, plumbing and heating equipment and supplies

71.1 - Architectural and engineering activities

77.3.2 - Renting of construction and civil engineering machinery and equipment

81 - Services to buildings and landscape activities

81.1 - Combined facilities support activities

81.2 - Cleaning activities

81.3 - Landscape service activities

***Annex 2 to the Constitution***

Article 15 of the constitution states that “*the level of the affiliation fees shall be set by the General Assembly for each of the next four years".*

The General Assembly determines and decides.

The Executive Committee's role in this matter is preparatory. The Executive Committee will be tasked with drawing up a detailed proposal for the next inter-congress period as part of the preparations for the General Assembly.

The Executive Committee's proposal will always be submitted to the General Assembly for approval. The General Assembly will then decide whether or not to adopt the Executive Committee's proposal.