**Regulations**

**on the review - competition "The Best Collective Agreement-2023!" primary trade union organizations of the countries of Central Asia**

1. General provisions

1. This Regulation determines the goals and objectives, the procedure and conditions for holding a review competition (hereinafter referred to as the Review) by the primary trade union organizations of members of the Council of Trade Unions of the Central Asian countries (hereinafter referred to as CTUCA) and awarding the winners.

1.2. The review is held by CTUCA in accordance with these Regulations for the nomination - “Best Collective Agreement-2023!».

1.3. The review is aimed at strengthening the system of social partnership in the countries of Central Asia, forming a positive public opinion towards trade unions.

2. Review goals

1. The review is held in order to form and increase the interest of employers and trade union organizations in ensuring safe working conditions, observing the norms and guarantees of labor legislation, increasing the authority of trade unions, increasing the efficiency of trade union organizations in representing and protecting the socio-economic and labor rights and interests of trade union members, strengthening intra-trade union activities, exchange of experience, dissemination of positive forms and methods of work.

Tasks of the Review-competition

2.1. Implementation of the statutory goals and objectives in the field of protection of social and labor rights of employees.

2.2. Improving the mechanism of social partnership on the basis of collective-contractual regulation of social and labor relations.

2.3. Development of businesslike and constructive cooperation between employers and trade union organizations in solving social and economic problems of workers.

2.4. Establishing a permanent effective system of negotiations and making mutually beneficial decisions.

2.5. Stepping up the efforts of primary trade union organizations and employers in the preparation, conclusion and implementation of collective agreements.

2.6. Study and dissemination of the best experience in ensuring labor rights and guarantees of employees through the conclusion and implementation of collective agreements.

3. Organization and holding of the review

1. General management and control over the organization and conduct of the competition is entrusted to the Competition commissions of national trade union centers.

2. The Competition Commission provides:

1) equal conditions for all participants;

2) confidentiality of information constituting a trade secret;

3) non-disclosure of information about the results of the competition before the date of their official announcement.

3. Review dates:

1) from June 1 to September 1, 2023 - acceptance of documents and applications for participation in national trade union centers;

2) until September 15, 2023 – summing up:

3) October 2023 - awarding of laureates, at a meeting of the Council of Trade Unions of the Central Asian countries, with the invitation of the winners *(to the country of the meeting of the Council)* in Astana.

4. The review includes the following main stages:

1) informing the national trade union centers of the trade union organizations about the review;

2) consultations on the preparation of tender documentation;;

3) collection of tender documentation and analysis of information on the fulfillment of the requirements of the review;

4) consideration of tender documentation;

5) analysis of the obtained results;

6) determination of laureates.

5. Participants draw up and submit materials on paper and electronic media to national trade union centers.

6. Tasks of the competitive commissions of national trade union centers:

1) Interaction with employers to determine the quality of collective agreements, fulfillment by the parties of their conditions, familiarization with working conditions, including in the field of safety and labor protection, etc.;

2) consideration, evaluation of applications of applicants.

7. After consideration, the competitive commissions of the national trade union centers form the final conclusion and submit it with the material of the laureate to the CTUCA Secretariat. The National Trade Union Center determines one laureate - the winner of the competition.

8. To participate in the competition, participants send paper and electronic materials to the national trade union centers, which include:

1) Application form for participation in accordance with Appendix 1 to these Regulations;

2) information according to the application 2.

9. Based on the submitted materials, the commission determines the winner and decides on awarding the title of laureate of the competition.

4. Conditions for participation in the show

1. Participants of the review can be organizations of any form of ownership, their structural subdivisions in which trade union organizations have been created and operate in the CTUCA member countries.

Organizations that:

1) have a collective agreement concluded and registered in accordance with the established procedure;

2) provide ongoing social support to employees;

3) have no violations of the national labor legislation of the CTUCA member countries, including arrears in wages and other payments to employees;

4) have had no fatal or group accidents in the last year;

5) do not have collective labor disputes with employees.

2. Materials for participation in the review must contain:

- application form for participation in the review (Appendix No. 1);

- information of the enterprise (organization) on the implementation of labor and social rights of employees (Appendix No. 2);

- collective agreement (copy), copies of the protocols for summarizing the fulfillment of the obligations of the collective agreement for the previous year and the amount of the social package;

All documents are signed by the chairman of the trade union committee of the organization and submitted to the Competition Commission.

5. Summing up the review

1. The competitive commission of national trade union centers selects the winner from several laureates of the competition based on the assessment of indicators according to the criteria that are reflected in the participant's questionnaire.

2. When summing up the results of the competition, the activities of trade union organizations over the past year are taken into account.

3. The meeting of the Tender Committee is valid if at least two thirds of the total number of members of the Tender Committee are present.

4. The minutes of the meeting of the Tender Committee and the decisions made are drawn up within 5 calendar days from the date of the meeting and signed by the chairman and secretary of the Tender Committee.

5. Based on the decision of the Competition Commission, the results of the review are approved, which are posted on the national websites and the CTUCA website .

Based on the submitted materials, the Commission determines the winner and decides on awarding the title of laureate of the Competition.

6. The winner of the review in his nomination is awarded a SPECA diploma and is awarded the title of “Best Collective Agreement” (the diploma is issued in the name of the chairman of the trade union organization).

7. The award ceremony for the laureates of the review is held in October 2023 during the Meeting of the Council of Central Asian countries in a solemn atmosphere.

*Annex 1*

*to the Regulations on the holding of the competition*

*for the title of "Best Collective Agreement of 2023"*

**APPLICATION-QUESTIONNAIRE**

for participation in the competition

|  |  |
| --- | --- |
| Full name of the primary trade union organization |  |
| Регион (область/город), принадлежность к отраслевому профсоюзу |  |
| Юридический/почтовый/электронный адрес |  |
| Вид деятельности |  |
| ФИО руководителя |  |
| ФИО председателя профсоюзного комитета |  |
| Численность работающих, всего (чел.) |  |
| Количество членов профсоюза (чел.) |  |

I have read and agree with the Regulations on the Competition.

Notified that participants of the competition who provided false data may not be allowed to participate in the competition or withdrawn from participation in the process of its implementation

**Chairman of the Primary Trade Union Organization** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(surname, signature)*

«\_\_\_\_\_» \_\_\_\_\_\_\_\_\_\_\_\_ 2023

*Appendix 2*

*to the Regulations on the holding of the competition*

*for the title of "Best Collective Agreement of 2023" »*

**Performance indicators**

**“Best Collective Agreement of 2023»**

*name of the primary trade union organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*industry \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

1. On improving the organization of labor and increasing the efficiency of production.

2. On ensuring employment, training, advanced training, retraining and employment of laid-off workers.

3. On guarantees and benefits for employees undergoing training, retraining, advanced training, as well as for employees combining work with training.

4. On improving the housing and living conditions of workers.

5. About health improvement, sanatorium-and-spa treatment and rest of employees

6. On the procedure for taking into account the reasoned opinion of the body of the trade union of the organization when terminating the employment contract with employees who are members of the trade union.

7. On guarantees for employees elected to the bodies of the trade union, as well as elected representatives and conditions for the implementation of their activities.

8. On the liability of employees and the employer for the damage caused by them.

9. On the procedure for indexing wages.

10. About the compensation payment in case of termination of the employment contract at the initiative of the employer when the employee reaches retirement age.

11. About the compensation payment for the time spent by employees on the way from the location of the employer or from the collection point to the place of work and back.

12. On payment of maternity leave, leave for employees who have adopted (adopted) a newborn child (children), with the preservation of the average wage minus the amount of social benefits in case of loss of income due to pregnancy and childbirth, adoption (adoption) of a newborn child (children).

13.О гарантиях медицинского страхования работников и их семей, об охране окружающей среды.

14. On measures to train employees in the basics of country labor legislation.

15. On the payment of benefits and compensation payments, including in case of accidents related to work.

16. Other issues identified by the parties (specify which ones).

17. Social package for 1 employee (benefits, additional payments, compensations provided to the employee in excess of the guaranteed norms provided for by law).

18. Industrial injuries.

19. Allocation of funds aimed at vocational training, retraining, advanced training per 1 employee.

20. Allocation of funds aimed at financing measures for labor protection and safety per 1 employee.

21. Other indicators.

**Chairman of the Primary Trade Union Organization** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(surname, signature)*

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