

NPU Statutes



§1. NAME

1.1 The name of the union is Norwegian Pilot Union (NPU).

§2. PURPOSE

2.1 NPU's main objective is to continuously work with Norwegian Air Shuttle A / S (NAS) (the company) for the best possible salary and working conditions for their members. NPU shall, in particular, safeguard the members' working environment, professional-, economic- and social interests, including negotiating agreements and CLA (collective labor agreement) with the company.

§3. MEMBERSHIP

3.1 NPU is an association of personnel employed as pilots in the company with a certificate and check-out on one of the company's aircraft types, or in training to be checked-out. A member who resigns from the company as an active pilot due to age limit, medical or other circumstances, can, by application, continue as a passive member, though without voting rights. Employees of the company who have previously been active pilots in another company may apply for passive membership without voting rights. The term employee is meant to be understood as personnel who are full-time, part-time, by the hour or on contract.

3.2 Resignation of the NPU membership can only take place in writing and with a minimum of one month's notice, counting from the first of the month after the registration took place.

3.3 If a member violates NPU's statutes, agreements or decisions, he or she may be excluded by the AGM (annual general meeting) or the NPU board. If the board proposes to exclude a member, he or she has the right to appeal the board's decision to the first ordinary annual general meeting. In order for the board's exclusion decision to be upheld, a 2/3 majority of the attending voting members, including proxies, is required. The appeal does not have suspensory effect.

§4. THE BOARD

4.1 The NPU is headed by a board consisting of not less than five representatives; four transnational representatives and one representative for each country where NPU is the negotiating party. The transnational representatives are elected by all members of NPU while the national representative is elected by the members in each respective country. A vice national representative is also elected from each country.

4.2 In the first board meeting after the election of a new board, the board shall elect its own deputy chairman, secretary and treasurer.

4.3 To have quorum a majority of the board members must be present. If NPU is represented in more than one country, a representative from each country must be present. The chairman or deputy chairman must also be present. Attending via "web meeting", video conference or similar will be considered as being present. Each board member has one vote. If the amount of board members present equals an even number the chairman, or deputy chairman if chairman is absent, has two (2) votes.

4.3.1 The vice national representatives have the right to attend board meetings. If all board members are present, the vice national representatives do not have the right to vote. The vice national

representatives are given the right to vote if the national representative from the same country is not present.

4.4 The board will distribute internal work tasks on its own.

4.5 Except for ordinary salary negotiations, the board is not allowed to accept reductions in contractual economic agreements. Nor can the board accept an increase in previously agreed work hours. Such proposals must be sent as a referendum to the members. The board shall at no time negotiate specific agreements that apply to certain countries and / or bases without the relevant national representative being present during the negotiations.

4.6 The board is free to consult / use internal / external expertise in cases where the board believes this is justified, for example in connection with negotiations and insurance matters.

4.7 The Board has a mandate to initiate industrial actions. A majority vote is needed. An affirmative vote from the the chairman and deputy chairman must be part of the majority vote. If the board finds it necessary, the decision may be sent to a vote by the members or brought up at the annual general meeting.

4.8 If the National Representative resigns his/her position during the election period the Vice National Representative from the same country becomes a new board member. A new Vice National Representative is elected by the board until the next annual general meeting. If a transnational representative resigns during the election period, the board elects a new transnational representative until the next annual general meeting.

4.9 The Board has the right to delegate work tasks to volunteer members if it deems it necessary.

§5. MEMBERSHIP FEES, ACCOUNTS, AUDIT, SALARIES AND REMUNERATION, BANK

5.1 MEMBERSHIP FEES

5.1.1 Financials:

The member fee is determined by the annual general meeting and is deducted from the salary. The fee covers, among other things, the operation of NPU, self-insurance for legal assistance and provision for funds for industrial action.

The membership fee is proposed by the board and is decided by the annual general meeting

5.1.2 The Board may, after receiving an application from a member, grant an exemption from paying the membership fee if major social reasons exist. Passive members do not normally pay membership fees. The board determines a member's fee in relation to the member's rights to insurance coverage, etc.

5.2 ACCOUNTS

The association's accounts are kept by the treasurer or a person authorized by the board. The accounting documents must be approved by the chairman, treasurer or deputy chairman. The accounts are presented to the board and the auditor no later than 14 days before the annual general meeting. At the annual general meeting, the accounts are presented by the Board for approval.

5.3 AUDIT

The accounts shall be audited by an auditor appointed by the annual general meeting for one year at a time.

5.4 SALARY AND REMUNERATION

Board members, deputy board members and base representatives are exempt from membership fees, while retaining all their rights in the association, as if the membership fee for the highest salary level

had been paid. The board members also receive paid salaries from the association. Board members are compensated according to the following rates: chairman 110000 nkr, deputy chairman nkr 90000, remaining elected board members nkr 75000.

5.4.1 Salaries and honorarium are paid by the association to persons who have completed work for the association, such as board members, deputy board members, AGM workgroup, auditor and consultants. Work for the NPU that exceeds the normal expected workload for a board member may by application be compensated by the Board according to 5.4.2 last paragraph. For consultancy work by non-elected persons outside the NPU, the board has the authority to remunerate according to the value of the work.

5.4.2 Rate: The current per-diem rate for pilots in the company.

Regulation: Meetings up to 4 hours: 1/2 day per-diem.

Meetings over 4 hours: 1/1 days per-diem.

- The AGM workgroup is remunerated with nine full per-diem days per year. Furthermore, cost related to driving and work that exceed what is considered normal will be reimbursed in accordance with 5.4.1.
- The auditor is remunerated with four full per-diem days per year. Furthermore, cost related to driving and work that exceed what is considered normal will be reimbursed in accordance with 5.4.1.

5.4.3 Documented travel expenses in connection with work for NPU will be reimbursed. Cost related to driving / ground transportation is covered by the state rates for private car. There is no passenger supplement. The chairman will get cell phone expenses reimbursed on request. The remaining board members receive NOK 300 per month to cover cell phone cost.

5.5 BANK

5.5.1 The Board has a mandate to choose the bank that the Board believes will serve the interest of the NPU best.

5.5.2 The chairman of NPU gives written notice to the bank and insurance providers of persons with access to the accounts and who the contact person is. The written notice must include the signature of the person with access to the accounts. In addition, a copy of the minutes from the annual general meeting must be enclosed, which confirms the name of the elected chairman

5.5.3 NPU must have a maximum of 2 accounts. Treasurer and chairman each manage a separate account up to NOK 400,000. Amounts exceeding this must be signed by both chairman and treasurer. Every 3rd month, a statement of accounts is sent to the auditor for follow-up.

§6. AGM WORKGROUP

6.1 The AGM Workgroup consists of three members. The three members chose a leader and the result is notified to the Board.

6.2 The AGM Workgroup shall be elected at the annual general meeting.

6.3 The tasks of the AGM Workgroup is, in collaboration with the Board, to plan and to carry out the annual general meeting, prepare for the election leading up to the annual general meeting and at the annual general meeting to carry out the election of a new board, AGM Workgroup and safety representative (cf. §7.7).

6.4 The AGM Workgroup shall, ahead of the annual general meeting, prepare for elections, including:

6.4.1 The AGM Workgroup shall act with neutrality.

6.4.2 Prior to the annual general meeting, seek proposals for candidates for the board, AGM Workgroup and safety representatives

6.4.3 The search for candidates must be announced by email and/or website to each member.

6.4.3.1 If calling for a special general meeting, see § 8.

6.4.4 Shall contact proposed candidates and check if they are willing to stand for election.

6.4.5 Can not refuse candidates unless the proposed candidate is not willing to stand for election.

6.4.6 The candidates standing for election shall be presented to the members via email no later than 10 days prior to the annual general meeting and no later than 7 days prior to a special general meeting.

6.4.7 Facilitate for electronic advance voting for the candidates to the board.

6.4.8 Provide ballot papers for use at the annual general meeting.

6.5 At the annual general meeting the AGM Workgroup shall:

6.5.1 Present a list of candidates who have expressed their willingness to stand for election to the Board, the AGM Workgroup and as safety representative.

6.5.2 Carry out the election in accordance with the statutes (§7).

§7. ANNUAL GENERAL MEETING (AGM)

7.1 The Annual General Meeting is NPU's governing authority. In order to have a quorum the AGM requires more than 50% of the association's voting members to be present or represented by proxy. Under special circumstances the board, in agreement with the AGM Workgroup, can hold a digital AGM.

7.2 Proxies can be used in all cases except for elections to the board. Each voting member can hold a maximum of 10 proxies.

7.3 The Annual General Meeting shall:

1. Elect a chairperson for the meeting.
2. Elect someone to take minutes from the meeting.
3. Approve all proxies.
- Confirm that there is a quorum for the AGM.
4. Approve the agenda.
5. Approve the minutes from last years AGM.
6. Review report of the Board.
7. Review the accounts with auditor's report.
8. Determine membership fee.
9. Process registered cases.

7.4 The Annual General Meeting shall be convened with at least three weeks' notice and shall primarily be held in mid-March. Matters that you wish to be discussed at the AGM must be sent to the Board in writing no later than one week before the AGM.

7.5 Decisions made at the AGM are made by simple majority including proxies. Decisions on strikes are made by ordinary majority including proxies.

7.6 All members of NPU, except Assistant Director Flight Operations and Director Flight Operations, or personnel with higher administrative positions, have the right to meet and speak at the AGM.

7.7 Elections

7.7.1 All members of NPU, except chief pilots and pilots with higher positions, may stand for election to the Board.

7.7.2 The AGM shall elect if the candidates stand for election:

7.7.2.1 Representatives to the Board. Four transnational representatives and a national representative from each country where NPU is the negotiating party. Elected for two years. .

7.7.2.2 Vice National Representatives. Elected from each country where NPU is the negotiating party. Elected for two years.

7.7.2.3 Three representatives to the AGM Workgroup. Elected for 1 year.

7.7.2.4 One safety representative. Elected for 2 years.

7.7.2.5 Base representative. Elected from each base. Elected for two years.

7.7.3 Re-election is allowed.

7.7.4 Candidates standing for election to the new Board will be presented by a representative from the AGM Workgroup. The Board, vice national representative(s) and base representative(s) are elected digitally ahead of the AGM by simple majority. It is not allowed to nominate candidates to the Board at the AGM. Proxies can not be used.

7.7.5 When voting for transnational representatives four votes can be cast, but only one vote per candidate. When voting for national representative one vote can be cast. When voting for base representative one vote can be cast.

7.7.6 The election of representatives to the board is split over two years. One year four transnational representatives are elected and the next year national-, vice national- and base representatives are elected.

7.7.7 The chairman is elected from among the board representatives and is elected for one year at a time. Proxies can be used in the election of the chairman.

7.7.8 In the election year where national representatives are elected, the candidate who receives the second most votes in each country is appointed vice national representative.

7.7.9 If the chairman resigns during the period, the deputy chairman takes over as chairman..

§8. SPECIAL GENERAL ASSEMBLY

8.1 Special General Meeting may be requested by the Board or if 20% or more of the members demand it. It is called with a minimum of 14 days notice and required documents must follow the notice. A special general meeting shall be held no later than two weeks after the call has been submitted to the board.

8.2 In order to have a quorum at a special general meeting, more than 50% of the association's voting members must be present or represented by proxies.

8.3 Proxies can be used in all cases except for election to the board. Each voting member can hold a maximum of 10 proxies.

8.4 A Special General Meeting shall:

1. Elect a chairperson for the meeting.
2. Elect someone to take minutes for the meeting..
3. Approve all proxies
 - Confirm that there is a quorum for the SGM.
4. Approve the agenda.
5. Process registered case(s). Special general meetings shall only deal with the case(s) that are in the notice.

8.5 If the election or confidence motion of the current board is registered as a case, the election committee shall prepare elections in accordance with relevant parts of §6.

8.6 If elections of a new board, or parts of a new board is taking place:

8.6.1 New Board members are elected and will sit till the next annual general meeting.

8.6.2 Check also relevant sections of §7.7 - Elections.

8.7 If a new Board is elected, the outgoing Board shall hand over the cash register and accounts to the auditor. The audited accounts and cash register must be handed over to the new cashier within 14 days after the election of a new Board.

§9. REFERENDUM

9.1 All referendums shall be voted over electronically and 1-week notice shall be given. Proxies cannot be used. Decisions made by a referendum require a general majority.

§10. CONFLICT OF INTEREST IN THE BOARD

10.1.1 There is a conflict of interest for a board representative or deputy representative when matters are affecting his or her own interests beyond that of the entire pilot group. If a representative is deemed to be in a conflict of interest situation and does not accept this, the rest of the board shall vote on his or her impartiality.

§11. AMENDMENTS TO THE STATUTES

11.1 Proposals for amendments to the statutes must be received by the Board no later than 14 days before the Annual General Meeting, and sent to the members no later than one week before the AGM.

11.2 Proposals for amendments to the statutes must be submitted in writing and must contain at least the following:

1. Explanation and / or justification for the amendment of the statute.
2. Excerpt of existing statute proposed to be amended.
3. Proposal of new statute. If the new statute requires a re-indexing the re-indexing is not considered an amendment to the statutes.

11.3 Amendments to the statutes require a minimum of two-thirds majority among the attending voting members, including proxies, at the annual or special general meeting.

11.4 Statutes may also be amended by a referendum. Amendments require a minimum of 50% participation among NPU's voting members and at least 2/3 of those voting must support the change. A referendum can be called by the Board, or at least 20% of the paying members of the NPU.

§12. NOTICES

12.1 E-mail is considered a written notice to members.

12.2 In the case of salary and CLA negotiations, the Board shall use the association's website or equivalent to gauge the members' wishes and requests leading up to the negotiations.

§13. DISSOLVING NPU

13.1 NPU can only be dissolved after a decision at two general meetings with at least 6 months' apart, one of the general meetings must be an ordinary convened annual general meeting (cf. § 7.4). The decisions require at least 3/4 majority. The last general meeting determines how NPU's funds shall be allocated to a purpose in line with NPU's purpose.