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Code of Discipline

Employee Discipline

- Employee Discipline
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- Code of Discipline
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To maintain harmonious relations and promote industrial peace, a Code of Discipline has been laid down which applies to both public and private sector enterprises. It specifies various obligations for the management and the workers with the objective of promoting cooperation between their representatives.

The basic objectives of Code of Discipline are to:

- Maintain peace and order in industry.
- Promote constructive criticism at all levels of management and employment.
- Avoid work stoppage in industry.
- Secure the settlement of disputes and grievances by a mutually agreed procedure.
- Avoiding litigation.
- Facilitate a free growth of trade unions.
- Eliminate all forms of coercion, intimidation and violations of rules and regulations governing industrial relations.

The Code is based on the following principles:

- There should be no strike or lockout without prior notice.
- No unilateral action should be taken in connection with any industrial matter.
- Employees should not follow go slow tactic.
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- No deliberate damage should be caused to a plant or property
- Acts of violations, intimidation and coercion should not be resorted
- The existing machinery for the settlement of disputes should be utilized.
- Actions that disturb cordial relationships should be avoided.
- To ensure better discipline in industry, management and unions agree on not indulging into various actions. These actions can be summarized as follows:

Management and Union(s) agree

- that no unilateral action should be taken in connection with any industrial matter and that should be settled at appropriate level
- that the existing machinery for settlement of disputes should be utilized with the utmost efficiency
- that there should be no strike or lock-out without prior notice
- that neither party will have recourse to coercion, intimidation, victimization or go –slow tactics
- that they will avoid litigation, sit-down and stay-in strikes and lock-outs
- that they will promote constructive co-operation between their representatives at all levels and as between workers themselves
- that they will establish upon a mutually agreed grievance procedure which will ensure a speedy and full investigation leading to settlement;
- that they will abide by various stages in the grievance procedure and take no arbitrary action which would by-pass this procedure; and

Management Agrees

- not to increase work-loads unless agreed upon or settled otherwise
- not to support or encourage any unfair labor practice such as discrimination and victimization of any employee
- to take prompt action for settlement of grievances and implementation of settlements, awards, decision and orders
- to take appropriate disciplinary action against its officers and members in cases where enquiries reveal that they were responsible for precipitate action by workers leading to indiscipline

Union agrees

- Not to engage in any form of physical duress.
- Not to permit demonstrations which are not peaceful and not to permit rowdyism in demonstrations
- That their members will not engage or cause other employees to engage in any union activity during working hours, unless as provide for by law agreement or practice
- To discourage unfair labour practices such as:
 - Negligence of duty
 - Careless operation
 - Insubordination
- To take prompt action to implement awards, agreements, settlements and decisions
- To display at conspicuous places in the union offices, the provisions of this code in the local language (s); and
- To express disapproval and to take appropriate action against office-bearers and members of the union for indulging in action against the spirit of this code.
- The code symbolises the policy of the Government to build up an industrial democracy on voluntary basis. It tries to preserve industrial peace with the help of the employers and the employees.
- The Code of Discipline is the basis of non-violent relations between the union and the management. It should be followed in letter and spirit.

