

duplicate financial and written reports twice a month, one copy to be sent to headquarters of the district or unit in which the organizer is working, and the other to the General Executive Board.

Clause 9.—It shall be the duty of the chairman to preside at all meetings of the General Executive Board. He shall have charge of, and be responsible for, the general administration of the organization.

Clause 10.—It shall be the duty of the General Secretary to keep a true account of all moneys received, and all moneys paid out; he shall deposit all moneys or cheques received by him in such a bank or banks as may be named by the Executive Board; he shall be at all times in a position to render to the Executive Board an account of the financial condition of the organization.

He shall render to the Central Labor Councils and District Boards a quarterly financial report, duly certified by chartered accountants.

He shall keep the minutes of all meetings of the General Executive Board in a book provided for that purpose; he shall pay all bills when satisfied of their correctness, and shall sign all cheques; he shall be bonded in a responsible surety company for the sum of five thousand dollars (\$5,000), and the bond shall be approved of and paid for by the General Executive Board.