

U. S. DEPARTMENT OF LABOR
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BUREAU of works council
UNITED STATES
BUREAU OF LABOR STATISTICS } No. 383

MISCELLANEOUS SERIES

WORKS COUNCIL MOVEMENT IN GERMANY

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MARCH, 1925

WASHINGTON
GOVERNMENT PRINTING OFFICE
1925

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CONTENTS

	Page
Introduction.....	1, 2
Chapter I.—Origin of works council movement in Germany.....	3-10
Chapter II.—History and nature of works council law.....	11-15
Immediate predecessors.....	11-13
Passing of works council law.....	13, 14
Constitutional government in industry.....	14, 15
Analysis of the law.....	15
Origin and scope of the law.....	16-19
Development of the law.....	16, 17
The law.....	17, 18
Application of the law.....	18, 19
Application in single establishments.....	20-26
Shop stewards.....	20, 21
Works councils.....	21-26
Membership and election.....	22-25
Expiration of membership.....	25, 26
Chapter V.—Other forms of workers' representation.....	27-31
United and joint works councils.....	27, 28
Special kinds of workers' representation.....	28-30
Works assemblies.....	30, 31
Chapter VI.—Problems of organization.....	32-35
Business procedure.....	32, 33
Costs and expenses.....	34, 35
Chapter VII.—Functions of workers' representatives.....	36-42
General duties of works councils.....	36-41
Additional duties for group councils.....	41
Interests of the public considered.....	41
Works councils devoid of executive powers.....	42
Chapter VIII.—Works councils and collective bargaining.....	43-50
Collective agreements.....	43-45
Factory agreements.....	45-50
Problems of fines and gate control.....	46, 47
Hiring and discharging.....	47-49
Discharging workers' representatives.....	49, 50
Chapter IX.—Boards of adjustment and labor courts.....	51-54
New boards of adjustment.....	51, 52
Functions of boards of adjustment and arbitration.....	52, 53
Labor courts.....	53, 54
Chapter X.—Special rights of workers' representatives.....	55-60
The balance sheet law.....	58
Workers' representatives on boards of directors.....	58-60
Chapter XI.—Works councils and German trade-unions.....	61-70
Status of trade-unions since the revolution.....	61-63
Works council law and trade-unions.....	63, 64
Workers' soviets versus trade-unions.....	64-67
Organization of works councils within unions.....	68, 69
Causes of friction between works councils and unions.....	69, 70
Chapter XII.—Works councils and workers' education.....	71-79
Chapter XIII.—Four years of works councils in German industry.....	80-90
Attitude of employers toward works council law.....	80, 81
Struggle between employers and their works councils, 1920.....	81-84
Growing cooperation between employers and their works councils.....	84-88
Accomplishments of works councils.....	88-90
Chapter XIV.—Works council movement in other European countries.....	91-97
Works councils in Austria.....	91-95
Shop committees in Czechoslovakia.....	95-97
Shop committees in Norway.....	97
Appendix I.—Works council law of February 4, 1920.....	98-111
Appendix II.—Balance sheet law of February 5, 1921.....	111, 112
Appendix III.—Law concerning sending members of works councils to boards of directors, February 15, 1922.....	112
Bibliography.....	113, 114

Appendix I.—WORKS COUNCIL LAW OF FEBRUARY 4, 1920

I. GENERAL PROVISIONS

1. In order to safeguard the collective economic interests of the employees (wageworkers and salaried employees) as against those of the employer and to assist the latter in fulfilling the economic aims of the enterprise, works councils are to be organized in all establishments having under normal circumstances not less than 20 employees.

2. A shop steward is to be elected in all establishments having as a rule from 5 to 19 (inclusive) employees, of whom not less than 3 are eligible for the office in accordance with the requirements of articles 20 and 21 to follow.

One shop steward may be elected in the establishments having at least five wageworkers and five salaried employees. However, if the two groups do not agree on a common shop steward, each group is entitled to elect a shop steward of its own.

3. A special works council must be organized for the home workers of an establishment employing not less than 20 such workers for whom the home work of this establishment constitutes their chief occupation, and who in turn do not have any employees of their own. Further regulations are to be issued by the minister of labor with the approval of a special committee consisting of 28 members of the Reichstag.

4. Articles 1 and 2 apply also to agriculture and forestry with the exception that in these industries only the permanent workers are to be considered as employees. Also a shop steward is to be elected in these industries only if the establishment has not less than 10 permanent employees, of whom at least 3 are eligible to the office in accordance with the requirements of articles 20 and 21 to follow.

5. Workers' representation in the marine and river transportation industries shall be regulated by a separate law, especially enacted for this purpose.

6. In order to safeguard the separate economic interests of the wageworkers and the salaried employees as against those of the employer, separate wageworkers' councils and salaried employees' councils must be organized in all establishments, the works councils of which are made up of representatives from both groups of employees.

7. In establishments with two shop stewards, each shop steward represents the interests of his particular group. If there is but one shop steward he is entitled to represent the common as well as the separate interests of the two groups.

8. The rights of the economic organizations of the wageworkers and the salaried employees to represent the interests of their membership are not to be affected by the regulations of this law.

9. The law recognizes as an establishment all industrial and commercial establishments as well as all offices of a public or private nature.

Subsidiaries and constituent parts of an undertaking connected with each other through an administrative office or by the processes of production and located within the same or closely lying economic communities are not, however, to be considered as independent establishments.

10. All wageworkers and salaried employees of an establishment with the exception of the relatives of the employer are recognized as employees.

All public officials, real and potential, all persons who are employed not primarily for their economic gains but because of other considerations, such as health, vocational training, or for charitable, religious, scientific, or artistic purposes, are also not to be considered as employees.

11. Wageworkers in the sense of this law are all persons who sell their labor to others for a wage or as apprentices, salaried employees excepted.

Among the wageworkers of an establishment are also to be reckoned all the home workers, living in the immediate vicinity of the establishment, whose

work in the establishment constitutes their chief occupation but who do not in turn employ any wageworkers of their own.

If there is a separate works council organized for the home workers of an establishment, these are not to be included among the other wageworkers of the establishment.

12. Salaried employees are those employees who in return for remuneration perform the activities mentioned in paragraph 1, article 1, of the salaried employees' insurance law. With the salaried employees are to be reckoned all the apprentices for the above-mentioned occupations and all office employees, including even those who perform the lower and merely mechanical services.

Excepted from this group are all executive officers and such legal representatives of the employers or their managers who have the right independently to hire and discharge other employees or who are especially intrusted with such a right.

13. The National Government may order by a special decree that certain officials of its own enterprises or of public undertakings which are subject to Government regulations be reckoned among the wageworkers or the salaried employees of the establishment concerned.

Similar orders may be issued by the State or community governments for the officials of their own undertakings or of public enterprises which are subject to control by the State or community authorities.

Should this be the case, it precludes the application of paragraphs 8 and 9 of article 78, articles 81 to 90, and articles 96 to 98 of this law to this group of officials.

In a similar manner it may be determined that certain groups of wage-workers or salaried employees who are performing duties similar to those of public officials may be reckoned with the public officials when these are granted their separate form of representation in officials' councils (*Beamtenräten*).

14. If the employer is not a single person, his rights and duties as prescribed by this law are to be exercised:

(1) In the case of a juridical person or a group of individuals by their legal representatives.

(2) In the case of the National, State, and community Governments or in public corporations by the executive officers in charge of the particular departments in accordance with the special regulations issued by the highest Government authorities concerned.

Representation of employers by temporarily empowered delegates is permissible.

II. ORGANIZATION OF WORKERS' REPRESENTATION

A. THE WORKS COUNCIL

I. Composition and election

15. The works council is to be made up of 3 representatives in establishments with 20 to 49 employees; of 5 representatives in establishments with 50 to 99 employees; of 6 representatives in establishments with 100 to 199 employees; this number of representatives to be increased by 1 for every 200 employees between 200 and 999; by 1 for every 500 employees between 1,000 and 5,999, and by 1 for every 1,000 employees from 6,000 on. The highest number of representatives must not exceed 30.

The wageworkers' council and the salaried employees' council are to be made up of the corresponding group members in the works council. If there are but one or two such members, they are entitled to all the rights and duties of a group council. If the membership of any one group is so large that in accordance with the above method of calculation it would be entitled to more representatives than it actually has in the works council, the group is to elect the required number of supplementary representatives.

Should the establishment have fewer employees eligible for election to the works council than the workers are entitled to, the works council must be made up of three members only; if there are less than three eligible employees, only shop stewards are to be elected in such establishments.

16. The works council must consist of representatives of both groups of employees in proportion to their numerical strength.

Each group if consisting of only five members and constituting more than one-twentieth of all the employees in the establishment, must have at least one representative.

The minority group is entitled to 2 representatives for 50 to 299 members in the group, 3 representatives for 300 to 599 members, 4 representatives for 600 to 999 members, 5 representatives for 1,000 to 2,999 members, 6 representatives for 3,000 to 5,999 members, and 8 representatives for 6,000 and more members.

The numerical proportions of the two groups are to be determined by the election committee in accordance with the existing election regulations. (Article 25.)

The minority group is entitled to no representation if it has less than five members and constitutes less than one-twentieth of the total number of employees in the establishment.

17. The distribution of representatives between the two groups can be arranged otherwise than mentioned above if the majority of each group decides upon it in a separate secret vote.

Should any one group have less members eligible to office than it is entitled to, it may elect members of the other group.

18. The wageworkers' members of the works council and the supplementary members of the wageworkers' council are elected by the wageworkers from their own group, while the salaried employees' members of the works council and the supplementary members of the salaried employees' council are elected by the salaried employees from their own group. All workers' representatives are elected at the same time by a direct and secret vote on the principles of proportional representation for a period of one year. Reelection from year to year is permissible.

Should the number of employees temporarily rise to more than double the original figure, but altogether by not less than 15, the temporary employees are entitled to elect a representative of their own to be added to the already existing works council. If there were no works council in existence, the temporary representative assumes the functions of a shop steward.

Should the number of temporary employees exceed 100, the majority of all the employees may then decide to elect a new works council. In agriculture and forestry, however, the temporary employees merely elect two representatives of their own to be added to the already existing works council.

19. The wageworkers and the salaried employees of an establishment may decide in a separate secret ballot, each with a two-thirds majority, to have all the members of the works council elected by a common vote of all the employees.

The formation of the separate group councils in accordance with the rules of articles 15 and 16 is not to be affected by this decision.

20. The right to vote is granted to all employees, male or female, who are at least 18 years of age and who have not been subject to a civil degradation.

A candidate for election must be a German citizen at least 24 years old, no longer in vocational training, an employee in the establishment for not less than six months, and a member of his trade or profession for not less than three years.

No employee can be elected in more than one establishment at the same time.

21. In establishments or enterprises which have not been in existence six months, the employment requirement should be limited only to the length of its existence.

The six months' employment requirement may also be abandoned in establishments which do not employ their workers the whole year round.

The six months' employment requirement as well as the three years' membership in the trade requirement may be disregarded if there are not enough employees in the establishment who satisfy these requirements, or in the case of wounded veterans, whose disability caused them to seek rehabilitation in a different trade or profession than the one to which they previously belonged.

22. In making up the membership of the works council, the various crafts of the employees should, if possible, be taken into consideration.

23. The works council must elect an election committee of three and appoint one of them as a chairman not later than four weeks before its term expires.

Should the works council neglect its obligations, the employer himself is entitled to appoint an election committee, which must consist of members from both groups of employees. The committee elects its own chairman.

The employer must appoint an election committee also in the case of a new establishment or when the number of employees has reached the minimum required for the election of a works council.

Immediately upon its appointment the committee is to proceed with the preparations for the election of the works council, which must take place not later than six weeks after the appointment of the election committee.

24. Loss of time in order to exercise the right to vote or to perform the duties of an election committee must not be made the cause for deductions in wages or salaries. All agreements to the contrary are void.

25. All other details in connection with the procedure of election shall be determined by the minister of labor with the approval of a committee consisting of 28 members of the Reichstag.

2. Business procedure

26. If the works council consists of less than nine members it elects from its midst by a simple majority the first and the second chairman. Both chairmen must not belong to the same group of employees if both groups are represented in the works council.

27. If the works council has nine or more members, it elects from its midst on the principles of proportional representation an executive committee of five members. All the members of the executive committee must not belong to any one group of employees if both groups have their representatives in the works council.

The executive committee elects its own first and second chairmen, one from each group of employees.

28. The chairman or the vice chairman is entitled to represent the works council before the employer or the board of adjustment.

29. The election committee must call the first session of the works council for the purpose of electing an executive committee or the two chairmen not later than one week after the elections have taken place. All other sessions are called by the chairman of the works council, who also prepares the agenda and presides at the meetings. Special meetings must be called by the chairman at the request of not less than one-fourth of the total membership of the works council or at the request of the employer. The causes of the request must be placed first on the order of business of a special meeting.

In addition to the sessions to which the employer is invited he has also the right to be present at all sessions of the works council which are called upon his request. In such cases the employer may even preside over the session.

An appeal to the board of adjustment is permissible only after the employer has been duly notified and invited to attend the session for the discussion of the disputable matter, or when the employer or his representative has failed to respond to the invitation duly issued.

30. The sessions of the works councils are to take place, if possible, outside the regular hours of work. They are not to be open to the public.

The employer is to be duly notified of all the sessions which must take place during the hours of work.

31. At the request of one-fourth of the members of the works council, one delegate from each of the economic organizations to which the employees of the establishment belong, may be admitted to the session of the works council, but in an advisory capacity only.

Similarly, a delegate from each of the economic organizations to which the employer belongs must be admitted to the sessions of the works councils in which the employer himself is allowed to participate.

32. A decision of the works council is lawful only after all the members have been duly notified of the subject matter under discussion. Half of the total membership of the works council constitutes a quorum. Attendance by proxy is permissible only in accordance with the rules set forth in article 40, to follow.

The decisions are made by simple majorities of the members present at the session. A division of votes is equivalent to a denial.

33. All sessions of the works council must be recorded. The decisions must be taken down verbatim as passed, with their majorities, and must be signed by the chairman and one other member of the works council.

If the employer makes any statement before the session of the works council, he also must sign the minutes containing his statement. He must also receive

a copy of all the minutes of the sessions in which he had the right to participate.

Should the representatives of the minority group of employees regard a decision of the works council as seriously injuring the interests of their group, they are entitled to pass a minority decision of their own and present the same to the employer.

34. All other details concerning the business procedure are to be determined by the works council itself.

35. The office of the works council is honorary, and the workers' representatives receive no special remuneration for it. The necessary loss of time in performing their duties must not, however, become the cause of deductions in their wages or salaries. All agreements to the contrary are null and void.

36. All the necessary business costs, including the personal outlays of the members, are to be covered by the employer, unless otherwise provided for in a collective agreement. The employer is also required to provide the works council with the necessary office room and equipment for the sessions, the consultation hours, and the transmission of the current affairs of the workers' representatives.

37. The levying and collecting of any contribution from the employees for the benefit of the workers' representatives is not permissible.

38. Articles 29 to 37, inclusive, apply to the business procedure of the executive committee of the works council.

The first sentence of article 26, and articles 28 to 37, inclusive, apply also, respectively, to the business procedure of the wageworkers' and salaried employees' councils.

3. Expiration of membership

39. Membership in the works council may expire through resignation, through termination of the employment contract, or through the loss of the right to be a member in the works council.

The district economic council, or if such does not exist, the board of adjustment¹ may at the request of the employer or of one-fourth of the total number of employees in the establishment, recall a member of the works council for a serious violation of his official duties.

The expiration of membership in the works council automatically means also the expiration of membership in any one of the group councils.

40. The place made vacant by the termination of membership of a workers' representative is to be taken by a replacement member in accordance with the election regulations. The same holds true in the case of a temporary absence of a workers' representative.

The replacement members are to be taken from the list of the nonelected candidates of the group to which the departed member of the works council belonged.

41. At the request of the employer, or not less than one-fourth of the total number of employees in the establishment, the district economic council or, until such is organized, the board of adjustment¹ may decide to dissolve the entire works council because of a serious violation of its official duties.

42. Should the total number of members of the works council and their replacement members fall below the required number of workers' representatives, new elections must take place.

New elections are to take place in the case of recall or resignation of the entire works council. The replacement members can not take the place of an entire works council.

43. If new elections become necessary, the members of the old works council remain in office until the new works council has been formed.

The place of a recalled works council is taken by a temporary works council especially appointed by the district economic council, or in its place, by the board of adjustment.¹

44. Articles 39 to 41, inclusive, apply also to the expiration of membership in the separate group councils.

Expiration of membership in any one group council is followed automatically by the termination of membership also in the works council.

¹ Since Oct. 30, 1923, the place of the board of adjustment has been taken by the labor courts.

Should the total number of supplementary and replacement members fall below the required number of representatives in a group council, new elections are not to take place.

If a group council resigns or is recalled, new elections are to take place, but only for the members of the works council and the supplementary members of the particular group concerned. Article 43 also applies in the case of a group council.

4. Works Assembly

45. The works assembly is composed of all the employees in the establishment. If, because of the nature or the size of an establishment, a complete works assembly becomes impossible, the assembly is to be divided into sectional assemblies.

46. The works assembly is called by the chairman of the works council. At the request of the employer or of one-fourth of the total number of employees in the establishment, the chairman is obliged to call a special works assembly.

The employer must be notified of assemblies which are called at his request. At such assemblies he has the right to appear in person or through a representative and to participate in the discussion of the assembly, but is not entitled to a vote.

The works assembly must take place outside the regular hours of work. If, under pressing circumstances, need should arise to evade this rule it must be done only with the express approval of the employer.

47. A delegate from each of the economic organizations to which the employees in the establishment belong may be permitted to attend the works assembly, but in an advisory capacity only.

48. The works assembly can present its wishes and resolutions to the works council, but it must take up for discussion only such affairs as are strictly within its own sphere of activity.

49. Articles 45 to 48, inclusive, apply also to the separate assemblies of the wageworkers and the salaried employees.

B. UNITED WORKS COUNCIL

50. If there are within one community, or within a group of closely lying and economically connected communities, a number of establishments alike in their products or complementing one another in the process of production, and at the same time belonging to the same owner, the members of the separate works councils may unanimously conclude to organize a united works council to exist side by side with the individual works councils.

51. Instead of a united works council a joint works council may be organized to take the place of all the individual works councils.

The employees of any one establishment may decide by a simple majority to withdraw from the joint works council, but this must take place not later than six weeks after the joint works council has been elected.

A joint works council must be organized in all establishments which are precluded by paragraphs 1 and 2 of article 62 (to follow) from having individual works councils.

52. Any one works council or the employer may request that the place of a united works council be taken by one or more joint councils, if by this means and without impairing the interests of the employees a considerable simplification in the business procedure of the council can be effected. If all the works councils do not agree unanimously on the action to be taken upon this request, the final decision must be left to the district economic council, or until such is organized, to the board of adjustment.

The majority of the employees of any one establishment may also propose the dissolution of the joint works council, but this must take place not later than six weeks before the expiration of the term of the joint works council. The final decision, in case the works councils do not agree unanimously upon this proposition, is again left to the district economic council, or, in its stead, to the board of adjustment.

53. Articles 50 to 52, inclusive, apply to all public corporations and to all enterprises of the community, even if they are not connected with one another in the processes of production.

54. In the election of a united works council all members of any one works council constitute but one elective body, which elects from its midst the number

of members to the united works council to which the establishment is entitled. The elections are carried out on the principles of proportional representation. Membership and composition of the united works council are determined in accordance with the regulations of articles 15 and 16.

The formation of separate wageworkers' and salaried employees' councils within the united works council is not required.

55. The business procedure of the united works council is regulated in accordance with the rules laid down in articles 26 to 37, inclusive.

56. The election of a united works council is for a period of one year.

Expiration of membership in the united works council is regulated by articles 39 and 41 to 43, inclusive.

Termination of membership in the united works council is followed automatically by withdrawal from the individual works council concerned. The reverse is also true.

In both events the place of the resigned or recalled member is taken by the replacement member of the works council concerned.

57. In industries having a joint works council the place of a joint works assembly is to be taken by separate works assemblies in the individual establishments.

C. SHOP STEWARD

58. The shop steward is elected by a simple majority of the employees in the establishment for a period of one year. Reelection is permissible.

The elections of a shop steward are to be regulated by articles 20, 21, and 23 to 25, inclusive, with the exception that the place of an election committee is to be taken by one election manager, who must be appointed at least one week before the elections are to take place.

59. The business procedure of a shop steward is to be regulated by articles 28 and 35 to 37, inclusive.

60. Expiration of office is regulated by paragraphs 1 and 2 of article 39 and by article 43.

D. OTHER FORMS OF REPRESENTATION

61. The formation of individual and united works councils in such enterprises or offices of the National, State, and community Governments which extend over more than one community is to be regulated by special Government decrees.

The decrees are to be issued by the authorities in charge, after conferring with the economic organizations of the employees concerned.

These decrees may also determine which of the constituent parts of the undertaking or the office are to be considered as separate establishments in the sense of paragraph 2 of article 9.

62. No works council is to be organized, or the existing one ceases to function if its organization or its activity is connected with special difficulties due to the nature of the industry concerned. In such cases another form of workers' representation must be organized by a generally compulsory wage agreement. The new form of representation enjoys all the rights and duties of a regular works council.

At the expiration of the wage agreement this form of representation continues to exist until a new agreement has been concluded and declared compulsory or a regular works council has been elected.

63. If a request has been made to declare the wage agreement general and compulsory, the minister of labor may on the application of one of the parties concerned order the suspension of electing a works council until a decision has been rendered with reference to the wage agreement.

64. Should the wage agreement not include all employees of the establishment, the employees not included are to be allowed to elect their representatives in accordance with the regulations of this law.

65. If in addition to a regular works council there exists in the establishment also an officials' council, the two organizations may meet together in order to discuss their common affairs.

The common session is presided over alternately by the chairmen of the works council and the officials' council. The invitations to the session and the order of business are prepared by both chairmen jointly.

More details concerning the regulation of officials' councils are to be issued by the respective Government authorities in charge.

III. TASKS AND RIGHTS OF THE WORKERS' REPRESENTATIVES

A. THE WORKS COUNCIL

66. The duties of the works council are:

(1) To advise with the management of establishments with economic aims and by this means help bring about the highest possible production coupled with a maximum of economy.

(2) To cooperate in the introduction of new methods of work in the establishments with economic aims.

(3) To safeguard the establishment against disturbances; especially, without invading the rights of the economic organizations of the wageworkers and the salaried employees, to call upon the board of adjustment or any other agreed upon mediation agency in all disputes of the works council, of the employees, or any group of them, with the employer, when conciliation by conference no longer seems possible.

(4) To see to it that the decisions of the board of adjustment or any other agreed upon conciliation or mediation agency are carried out in the establishment.

(5) To agree with the employer, in accordance with article 75 to follow, on factory rules or changes in the same, corresponding with the regulations of the existing wage agreements.

(6) To further the solidarity within the ranks of the employees as well as between them and the employer and to stand up for the rights of the workers to organize.

(7) To take up the complaints of the separate group councils and to effect their redress through a conference with the employer.

(8) To supervise the campaigns against accidents and against dangers to the health of the workers in the establishment; to assist the industrial inspectors and other officials by means of inducements, advice, and proper information, and to insist that all police regulations and safety requirements are carefully observed in the establishment.

(9) To cooperate in the administration of the various benefit funds and the workers' living quarters belonging to the establishment as well as in all other organizations of workers' welfare; in the latter case, however, only if there are no other provisions for the workers' representation, or no special objection arising out of the last will of the benefactor.

67. Paragraphs 1 and 2 of article 66 do not apply to establishments with political, trade-union, military, religious, scientific, artistic, or similar purposes, in so far as the nature of such establishments is contradictory to their application.

68. In performing its tasks, it is the duty of the works council to see to it that any demand or action on either side which might be detrimental to the interests of the community shall be abandoned.

69. The carrying out of the resolutions passed jointly with the management is the work of the management only. The works council must not encroach upon the rights of the management by issuing orders of its own.

70. Establishments having a board of directors and no special provisions for the workers to be represented on the same, must admit one or two elected members of the works council as permanent members of the board. The regulations according to which this is to be accomplished are to be laid down in a separate law especially enacted for this purpose. The works council members on the board are to represent the interests and demands of the employees as well as their views and ideas concerning the organization of the establishment. They are allowed to participate and have a vote in all sessions of the board but are entitled to no remuneration beyond their personal expenses. They are duty bound not to disclose any of the information they are given confidentially.

71. In order to fulfill its tasks, the works council in establishments with economic aims has a right to demand that the employer report to the executive committee or, where such does not exist, to the works council itself, on all the practices in the establishment directly affecting the employment or activity of the workers. It also has the right to examine all wage and other records relating to the realization of the existing wage agreement. Both rights can be exercised only if they do not endanger the industrial or trade secrets of the establishment, or if there are no other legal regulations to the contrary.

In addition, the employer must make quarterly reports to the works council concerning the conditions in the establishment and in the trade as a whole, with special emphasis on the accomplishments of the establishment and its prospective labor requirements.

The members of the works council are duty bound not to disclose any of the information they are given confidentially.

72. Beginning with January 1, 1921, the employers of all establishments which are required by law to keep a complete accounting of their affairs, or employing regularly not less than 300 wageworkers or 50 salaried employees, must present and explain to the executive committee of the works council or, where such does not exist, to the works council itself, their yearly balance sheets and an accounting of the losses or profits made during the completed business year. This must be done not later than six months after the closing of the business year and is to be regulated by a separate law especially issued for this purpose.

The members of the executive committee or of the works council are duty bound not to disclose any of the information they are given confidentially.

73. Articles 70 and 72 do not apply to such establishments as are mentioned in article 67, in so far as their application is contradictory to the nature of such establishments.

The National Government may relieve any other establishment from the requirements outlined in articles 70 and 72, if it is to the interests of the nation to do so.

Under such circumstances, however, the members of the executive committee, or, where such does not exist, of the works council, are entitled to send temporary delegates to the board of directors to represent the demands and wishes of the workers relating to conditions of work or the organization of the establishment. The board must then call a special meeting to discuss the demands of the employees. At such meetings the delegates of the works council have a right to participate and also to vote.

74. If because of expansion, contraction, or closing down of the establishment, or because of introduction of new technical appliances or new methods of work, the laying off or dismissal of a large proportion of employees becomes necessary, the employers are required to confer with their works councils some time before the dismissal takes place, on the ways and means of accomplishing it without inflicting unnecessary hardships upon the employees.

The works council may demand that this information be forwarded to the central information bureau or to a designated labor exchange.

75. If the factory regulations have not been made part of the wage agreement the employer must present these regulations to the works council for approval. In event of disagreement both parties may appeal to the board of adjustment, which renders a final decision, except when the disagreement is concerned with hours of work.

The procedure is similar in the case of any changes made in the factory regulations.

76. In establishments with more than 100 employees the works council has the right to arrange for special consultation hours to be held once or more than once a week for the purpose of receiving the complaints and wishes of the employees. A special agreement with the employer is necessary if the consultation hours are to be held during the regular hours of work.

77. In cases of investigation of industrial accidents by the employer, by the industrial inspector, or any other official, a member of the works council must be permitted to be present and take part in the investigation.

B. WAGEWORKERS' COUNCIL AND SALARIED EMPLOYEES' COUNCIL

78. The duties of the group councils are:

(1) To see to it that all the legal regulations in favor of the employees, all the important wage agreements, and all the decisions of the board of adjustment or any other agreed upon mediation agency are carried out in the establishment.

(2) To cooperate with the employers of establishments which have no wage agreements, and in harmony with the economic organizations of the employees, in the regulation of wages and other conditions of work, namely: In the determination of the task work or piece rates and in the preparation of the rules according to which these rates are to be regulated; in the introduction of new methods of wage payments; in the determination of hours of work and espe-

cially in the case of lengthening or shortening the regular hours; in the regulation of vacations for the employees; and in considering the complaints concerning the teaching and the treatment of the apprentices in the establishment.

(3) To agree with the employer on factory rules affecting a single group of employees, this to be done in accordance with the regulations of article 80 (to follow) and with the existing wage agreement.

(4) To investigate the complaints of employees and to effect their redress through conferences with the employer.

(5) In event of disagreements with the employer, to call upon the board of adjustment or any other agreed upon mediation agency if the works council refuses to do it.

(6) To take charge of the campaigns against accidents or dangers to the health of the particular group of employees in the establishment; to assist the industrial inspectors and other officials by means of inducements, advice, and information, and to insist on the observation of the police regulations and the safety devices in the establishment.

(7) To look after the wounded veterans and those injured by accidents in the establishment and, by means of advice or appeals to the employer and fellow workers, to supply them with occupations fitting their strength and capacities.

(8) To agree with the employer on rules for the employment of the particular group of workers, if such had not been incorporated in the wage agreement, in accordance with the regulations of articles 81 to 83, to follow.

(9) To cooperate with the employer in cases of dismissal, in accordance with the regulations of articles 84 to 90, inclusive.

79. Articles 68 and 69 apply also to the wageworkers' and the salaried employees' councils.

80. Article 75 applies also in the event that the separate groups make agreements with the employer relating to separate factory regulations, as outlined in paragraph 3, article 78.

The determination of fines as provided in article 134b of the industrial code is to be decided jointly by the employer and a group council. In event of disagreement the final decision is made by the board of adjustment.¹

If the factory regulations had been issued prior to January 1, 1919, new factory regulations must be agreed upon to be issued within three months after this law goes into effect.²

81. The rules to be agreed upon in accordance with paragraph 8, article 78, must contain the provision that the hiring of employees shall not be affected by their political, military, religious, or trade-union activities, or by belonging or not belonging to a political, military, religious, or union organization. No discriminations because of sex are to be permitted.

These regulations do not apply to the establishments mentioned in article 67, as the nature of those establishments does not permit of their application.

Employment on legal grounds, or on the basis of a wage agreement, or of a decision by the board of adjustment, must be given preference before these rules.

Within these regulations the employment of a single employee is a matter of management only and can be decided without the cooperation or the supervision of the group councils.

82. Should the rules agreed upon be violated, the group council has a right to protest this violation within a period of 5 days after it becomes aware of it, but not later than 14 days after the violation has taken place.

The reasons for the protest and the required proofs must be presented by the council at the conference with the employer.

If no agreement is reached the group council may, within three days after the termination of the conference, appeal to the board of adjustment¹ or to any other agreed upon mediation agency.

The protest or the appeal to the board of adjustment by the group council does not have the effect of delaying or recalling the act of employment.

83. The decisions of the board of adjustment are final. Before the final decision is rendered the employee concerned must be given a hearing. If the

¹ Since Oct. 30, 1923, the place of the board of adjustment has been taken by the labor court.

² Later changed to read "before Sept. 1, 1920."

board of adjustment finds that a violation of the rules had been committed it must at the same time declare that the services of the employee concerned be terminated as soon as the decision becomes effective. He must, however, be given the required time notice. The decision makes for justice between the employer and the employees concerned.

84. Employees, when given a notice of discharge, may within five days after receiving notice protest it before their respective group councils—

(1) If there is a justified suspicion that the notice resulted because of the sex, or because of belonging or not belonging to a given political, religious, military, or trade-union organization.

(2) If notice was given without stating the reasons.

(3) If the notice followed the refusal of the employee permanently to do other work than for which he was hired.

(4) If the notice was an unfair hardship inflicted upon the employee and not justified either by his or her behavior when in service or by the conditions in the establishment.

If the employee was dismissed without the required time notice in accordance with the law justifying such dismissal, the protest may be made on the ground that the application of the law to this case was not justifiable.

85. The right of protest is not granted to the employees of the establishments mentioned in article 67, as it is contradictory to the nature of such establishments.

This right may not be used also—

(1) In dismissals due to legal grounds or based upon a wage agreement or a decision of the board of adjustment or any other agreed upon mediation agency.

(2) In dismissals necessitated by complete or partial closing down of the establishment.

86. The reasons for the protest and the required proofs must be presented by the employee concerned to his group council. If the council finds the protest justifiable, it must attempt to bring about an understanding with the employer. If an understanding can not be reached within a week, the group council or the employee concerned may within additional three days appeal to the board of adjustment.¹

In the case of paragraph 2, article 84, the board of adjustment must defer its decision, if a court decision on the case is pending, or one of the parties concerned moves the postponement in order to appeal to a court for a decision. The decision of the board of adjustment must be rendered if within four weeks after its postponement no court decision has taken place, or if the court denied the employer the right to dismiss the employee concerned without a time notice.

The protest against the dismissal and the appeal to the board of adjustment does not have any delaying effects upon the realization of the dismissal.

87. The decisions of the board of adjustment are final.

If the board of adjustment approves the protest and the employer refuses to reinstate the discharged employee, the board must decide upon the amount of damages which the employer is to pay the employee concerned.

The amount of damages depends on the number of years the discharged worker had been in the employment of the given establishment. It is to be set at one-twelfth of each year's earnings of the employee, but for not more than six consecutive years. The economic situation of the employee and the capacity of the employer must also be taken in consideration when determining the amount of damages.² The decision makes for justice between the parties concerned:

Within three days after the decision goes into effect, the employer must notify the discharged worker, either orally or by mail, whether he chooses the

¹ Since Oct. 30, 1923, the place of the board of adjustment has been taken by the labor court.

² Due to the rapid depreciation of the mark and the resulting ridiculous sums paid as damages to discharged employees, article 87 has been revised by inserting the following sentences:

(a) The separate amounts earned during the previous years must be reduced to a basis corresponding to the wages and salaries in vogue when the decision was rendered.

(b) Should the employer by means of litigation draw out the payment of damages as decided by the board of adjustment, he is to be made responsible for the entire depreciation the money has undergone during the delay. (Reichsgesetzblatt, Apr. 20, 1923, p. 258.)

reinstatement or the payment of damages. Absence of such notice implies the refusal of reinstatement.

88. In the case of reinstatement, the employer is required to pay to the discharged employee the total sum of wages lost for the period between the time of dismissal and the reinstatement. Article 2 of section 615 of the Civil Code must also be applied. The employer is permitted to subtract from the above sum the total amount the discharged employee had received from the unemployment insurance fund or from the poor relief, and refund it to the respective institutions.

89. The worker has the right to refuse to be reinstated if while the decision of the board was pending he secured for himself a new job. He must, however, notify the employer of his intention, orally or by mail, not later than eight days after the decision has been rendered. If he does not notify the employer within the time, he loses the right to refuse the reinstatement. If he refuses to be reinstated and notifies the employer accordingly, he is entitled to a payment of wages for the time between his dismissal and the rendering of the decision by the board. Article 2 of section 615 of the Civil Code must also be applied.

90. If the time limits mentioned in articles 81 to 89 can not be observed because of natural calamities or other unavoidable circumstances, they may be counted anew from the moment a written note of such hindrance has been made.

C. THE UNITED WORKS COUNCIL

91. If side by side with the individual works councils there exists also a united works council, the rights and duties of the former extend only to the particular establishments they represent.

The united works council has the right to deal with all cases affecting more than one establishment or the entire enterprise.

D. THE SHOP STEWARD

92. The shop steward has the same rights and duties given to the works council and to the group councils in articles 66, 78 (paragraphs 1 to 7), 71, and 77.

Articles 67 to 69, inclusive, also apply.

IV. SETTLEMENT OF DISPUTES

93. The district economic council¹ is to decide in all disputes concerning—

(1) The need of organization, the kind and composition of the workers' representation in the sense of this law.

(2) The right of an employee to vote or become a candidate.

(3) The organization, rights, and business procedure of the workers' representation or the works assembly.

(4) The necessary business expenses of the workers' representatives.

(5) Any difficulty in connection with the required elections.

94. If an enterprise extends beyond one economic district or is, because of its nature, subject to State supervision, the State may appoint its own economic council or any district economic council to decide the disputes mentioned in article 93. If the enterprise extends beyond the limits of a single State the national economic council decides the disputes mentioned in article 93.

V. PROTECTION AND FINES

95. The employers or their representatives are forbidden to interfere with the rights of the employees to elect their representatives; with the rights of the latter in performing their duties, or in any way to place the workers' representatives at a disadvantage because of their office.

96. No notice of discharge can be given and no transfer of a workers' representative from one establishment to another can take place without the express approval of all the members of the council concerned.

¹ Since Oct. 30, 1923, the place of the board of adjustment has been taken by the labor court.

No such approval is required—

(1) When the dismissal is based upon legal grounds, or upon a wage agreement, or upon a decision of the board of adjustment or any other agreed upon agency.

(2) When the dismissal becomes necessary because of a complete shutdown of the establishment.

(3) When the dismissal is made without a time notice on the basis of the law justifying such dismissal.

In the latter case a protest is permitted on the grounds that the application of the law was not justifiable. If a court or the board of adjustment approves the protest the employer must recall the dismissal. Article 89 also applies.

97. If the council refuses to approve the dismissal of one of its members, the employer may appeal to the board of adjustment¹ for an approval. This must not be granted if any violation of the regulations of article 95 is connected with the dismissal. The member of the council must be kept in employment until after the decision of the board of adjustment has been rendered.

98. Articles 95 to 97, inclusive, apply also to the kinds of workers' representation mentioned in articles 62 and 63.

They apply also in the case of a shop steward, except that the place of the council is taken by a majority of the employees in the establishment.

99. Employers or their representatives who act contrary of the regulations of article 95 or 98 are to be punished by a fine of 2,000 marks, or by imprisonment.

Similar punishments are to be inflicted upon the employer or his representative for the violation of paragraphs 2 and 3 of article 23.

Similarly are to be punished the employers or their representatives who, contrary to the requirements in articles 71 and 72, refuse to give the necessary information to their works councils, to show them the wage and other records relating to the carrying out of the wage agreement, and to make their yearly financial reports in accordance with the legal requirements.

Whoever, in contravention of articles 71 and 72, for the purpose of deceiving or causing damage to the employees, presents to the workers' representatives false facts concerning the conditions or possessions of the enterprise, or suppresses the real and important facts from the workers' representatives is to be punished by imprisonment for one year, by a fine of 10,000 marks, or both.

The punishment is to take place only upon the request of the workers' representatives. Withdrawal of such request is permissible.

100. Whoever, without permission, discloses any of the information given confidentially to him as a workers' representative shall be punished with a fine of 1,500 marks, or by imprisonment.

Whoever discloses such information with the intention of giving an advantage to another person or firm, or in order to cause damage to the establishment, shall be punished by imprisonment for a whole year. In addition, he may also be fined 3,000 marks. Under extenuating circumstances the fine may be eliminated. All the advantages derived from the above information by the guilty person shall also be confiscated.

The prosecution must take place only at the request of the employer. The withdrawal of such request is permissible.

VI. EXECUTION AND TEMPORARY REGULATIONS

101. The minister of labor, with the approval of the national economic council and a committee of 28 members of the Reichstag, is empowered to issue special regulations concerning the execution of this law.

102. In the first elections, which are to take place not later than six weeks after this law goes into effect, the place of the works council is to be taken by the existing workers' committees. The wage workers' committee and the salaried employees' committee shall decide upon an election committee.

If the workers' committees fail to do their duty, or if there are no workers' committees in the establishment, the procedure must be as outlined in paragraph 2, article 23 of this law.

In the first election of a shop steward, the employer must appoint the oldest employee in the establishment to act as the election manager (par. 2, art. 58).

¹ Since Oct. 30, 1923, the place of the board of adjustment has been taken by the labor court.

103. Until the organization of district economic councils and the national economic council, their place must be taken by other agencies designated by the proper State or national authorities.

104. Simultaneously with this law the following changes shall become effective:

I. Articles 7 to 14 of the decree of December 23, 1918 (Reichsgesetzblatt, p. 1456), concerning collective agreements and shop committees, are hereby repealed.

II. Article 19 of the above decree is to be read as follows:

"Special boards of adjustment are to be organized for the enterprises and offices of the States and the nation. This is to be accomplished by means of separate decrees issued by the proper State and national authorities."

III. Articles 20 and those following of the same decree are to be so changed that wherever shop committees are mentioned their place is to be taken by works councils, wageworkers' or salaried employees' councils, or by shop stewards, respectively.

IV. Paragraph 2, section 134a, and paragraph 3, section 134b of the Industrial Code are to be so changed that the employer and the works council must participate jointly in the preparation of the factory regulations, or any changes in the same. The chairman of the works council is authorized to sign the factory regulations in the name of the council.

V. Sections 134d and 134h of the Industrial Code are repealed.

VI. Paragraph 1 of section 134c is to be read as follows:

"A duplicate copy of the factory regulations or of any appendix to the same must be presented to the proper officials not later than three days after the regulations or the changes have been agreed upon."

VII. Paragraph 1, section 13 of the decree of January 24, 1919 (Reichsgesetzblatt, p. 111), concerning the temporary working regulations in agriculture, is to be read as follows:

"Establishments having a works council must issue working regulations, which must be exhibited in a conspicuous and accessible place."

VIII. Wherever in other laws the name "shop committee" is mentioned it must be replaced by works council, or wage workers' council, salaried employees' council, or shop steward, respectively.

105. If the law mentioned in article 72 of this law is not passed prior to December 31, 1920, the employers concerned must present to their works councils a financial statement and a balance sheet, as required by the Commercial Code.

106. This law goes into effect from the day of its announcement. Simultaneously all State works council laws become null and void.

All other works councils, shop committees, and workers' committees cease to exist as soon as the first elections of works councils on the basis of this law have taken place.

Appendix II.—BALANCE SHEET LAW OF FEBRUARY 5, 1921

1. The balance sheet of a company, which must be presented to the works council in accordance with article 72 of the works council law, must contain all the component parts of the company's liabilities and assets as required by the various laws applying to such companies, and must be presented in such a fashion that when examined alone, independently of other sources of information, it provides a complete abstract of the financial position of the undertaking. Such property of the owners as is not directly connected with the undertaking must not be mentioned in the balance sheet.

2. The meaning and the connection among the various items shall be explained in a separate statement. The information must be based upon the data taken from the balance sheet, the inventory, the amount of raw materials on hand, the cash items, and the total expenses of producing and marketing the final product. The submission of the actual vouchers is not compulsory. All essential changes which took place during the past business year must be mentioned in the report.

If the company has more than one establishment, the financial position of each must be explained separately, provided the nature of the entire enterprise or of the individual establishments permits such separation of accounts.

3. The right to demand the presentation and an explanation of the company's yearly balance sheets is also granted to the united works councils, existing side by side with the individual works councils.

4. Articles 1 to 3 of this law apply also to the presentation of the profit and loss accounts as required in article 72 of the works council law.

5. The first presentation of the balance sheets and the profit and loss accounts must be for the business year ending on January 1, 1921.³

6. This law is to be effective as from February 1, 1921.

Appendix III.—LAW CONCERNING SENDING MEMBERS OF WORKS COUNCILS TO BOARDS OF DIRECTORS, FEBRUARY 15, 1922

1. By a board of directors (*Aufsichtsrat*) as mentioned in article 70 of the works council law is meant all bodies which are designated with this name in the Commercial Code, the law concerning companies with limited responsibility, the law concerning cooperatives with economic aims, the law dealing with private insurance agencies, and the law concerning the mining industry.

2. If the company has more than one works council, or a united works council, the sending of the workers' representatives to the board of directors is to be regulated by the following rules:

3. With the exceptions mentioned in this and in the works council law, the workers' representatives on the board of directors are to be subject to the same legal requirements as the other members of the board.

4. Two members of the works council are to be elected to the board of directors, if at the time of election the board consists of more than three members, and if both groups of employees, the wageworkers and the salaried employees, are represented in the works council.

Two substitute members are also to be elected at the same time to replace the two real members who might for one reason or another withdraw from the board or from the works council.

5. The workers' representatives on the board of directors are to be elected by the entire membership of the one or many works councils existing in the enterprise.

Any member of the works council who has been in the employ of the company for at least one year and who in the last two years before election had not been recalled on the grounds of article 39 of the works council law may be elected to the board of directors. The one-year employment requirement may be set aside if the elective body does not have four times as many candidates as are required to be elected.

6. The elections are to be kept secret and are to be decided by a simple majority. If two members are to be elected, the minority group is entitled to send one member, if it has at least two representatives in the elective body. In such cases each group of employees elects its own members.

Reelection is permissible.

All other details concerning the elections are to be determined by the minister of labor.

7. Membership in the board of directors ends automatically with the termination of membership in the works council.

8. The place of the resigned member is to be taken by a substitute member. If there are no substitute members, new elections must take place.

9. Articles 1 to 8, inclusive, apply also to companies which have been organized but not yet registered.

10. The law is to be applied also to such workers' representation as is mentioned in article 62 of the works council law, provided the representation exists for only one company and consists of the employees of that company.

11. This law is to be effective as of February 1, 1922. The first elections are to take place three months after this law goes into effect.

³ Later corrected to Jan. 31, 1921.

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SERIES OF BULLETINS PUBLISHED BY THE BUREAU OF LABOR STATISTICS

[The publication of the annual and special reports and of the bimonthly bulletin was discontinued in July, 1912, and since that time a bulletin has been published at irregular intervals. Each number contains matter devoted to one of a series of general subjects. These bulletins are numbered consecutively, beginning with No. 101, and up to No. 236 they also carry consecutive numbers under each series. Beginning with No. 237 the serial numbering has been discontinued. A list of the series is given below. Under each is grouped all the bulletins which contain material relating to the subject matter of that series. A list of the reports and bulletins of the Bureau issued prior to July 1, 1912, will be furnished on application. The bulletins marked thus * are out of print.]

Wholesale Prices.

- *Bul. 114. Wholesale prices, 1890 to 1912.
- Bul. 149. Wholesale prices, 1890 to 1913.
- *Bul. 173. Index numbers of wholesale prices in the United States and foreign countries.
- *Bul. 181. Wholesale prices, 1890 to 1914.
- *Bul. 200. Wholesale prices, 1890 to 1915.
- *Bul. 226. Wholesale prices, 1890 to 1916.
- Bul. 269. Wholesale prices, 1890 to 1919.
- Bul. 284. Index numbers of wholesale prices in the United States and foreign countries. [Revision of Bulletin No. 173.]
- Bul. 296. Wholesale prices, 1890 to 1920.
- Bul. 320. Wholesale prices, 1890 to 1921.
- Bul. 335. Wholesale prices, 1890 to 1922.
- Bul. 367. Wholesale prices, 1890 to 1923. [In press.]

Retail Prices and Cost of Living.

- *Bul. 105. Retail prices, 1890 to 1911: Part I.
Retail prices, 1890 to 1911: Part II—General tables.
- *Bul. 106. Retail prices, 1890 to June, 1912: Part I.
Retail prices, 1890 to June, 1912: Part II—General tables.
- Bul. 108. Retail prices, 1890 to August, 1912.
- Bul. 110. Retail prices, 1890 to October, 1912.
- Bul. 113. Retail prices, 1890 to December, 1912.
- Bul. 115. Retail prices, 1890 to February, 1913.
- *Bul. 121. Sugar prices, from refiner to consumer.
- Bul. 125. Retail prices, 1890 to April, 1913.
- *Bul. 130. Wheat and flour prices, from farmer to consumer.
- Bul. 132. Retail prices, 1890 to June, 1913.
- Bul. 136. Retail prices, 1890 to August, 1913.
- *Bul. 138. Retail prices, 1890 to October, 1913.
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- Bul. 164. Butter prices, from producer to consumer.
- Bul. 170. Foreign food prices as affected by the war.
- *Bul. 184. Retail prices, 1907 to June, 1915.
- Bul. 197. Retail prices, 1907 to December, 1915.
- Bul. 228. Retail prices, 1907 to December, 1916.
- Bul. 270. Retail prices, 1913 to December, 1919.
- Bul. 300. Retail prices, 1913 to December, 1920.
- Bul. 315. Retail prices, 1913 to 1921.
- Bul. 334. Retail prices, 1913 to 1922.
- Bul. 357. Cost of living in the United States.
- Bul. 368. Retail prices, 1913 to December, 1923. [In press.]
- Bul. 369. The use of cost-of-living figures in wage adjustments. [In press.]

Wages and Hours of Labor.

- Bul. 116. Hours, earnings, and duration of employment of wage-earning women in selected industries in the District of Columbia.
- *Bul. 118. Ten-hour maximum working-day for women and young persons.
- *Bul. 119. Working hours of women in the pea canneries of Wisconsin.
- *Bul. 128. Wages and hours of labor in the cotton, woolen, and silk industries, 1890 to 1912.
- *Bul. 120. Wages and hours of labor in the lumber, millwork, and furniture industries, 1890 to 1912.
- *Bul. 131. Union scale of wages and hours of labor, 1907 to 1912.
- *Bul. 134. Wages and hours of labor in the boot and shoe and hosiery and knit goods industries, 1890 to 1912.
- *Bul. 135. Wages and hours of labor in the cigar and clothing industries, 1911 and 1912.
- Bul. 137. Wages and hours of labor in the building and repairing of steam railroad cars, 1890 to 1912.
- Bul. 143. Union scale of wages and hours of labor, May 15, 1913.

*Supply exhausted.

Wages and Hours of Labor—Continued.

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