



# Trade Union and Labour Relations Act 1974

## 1974 CHAPTER 52

*Status and regulation of trade unions and employers' associations*

### **10 Duty to keep accounting records**

- (1) This section applies to every trade union and every employers' association except one which consists wholly or mainly of representatives of constituent or affiliated organisations (of the description referred to in subsection (1)(b)(ii) or subsection (2)(b)(ii) of section 28 below).
- (2) Every trade union and every employers' association to which this section applies shall—
  - (a) cause to be kept proper accounting records with respect to its transactions and its assets and liabilities ; and
  - (b) establish and maintain a satisfactory system of control of its accounting records, its cash holdings and all its receipts and remittances.
- (3) For the purposes of paragraph (a) above proper accounting records shall not be taken to be kept with respect to the matters mentioned in that paragraph if there are not kept such records as are necessary to give a true and fair view of the state of the affairs of the trade union or employers' association and to explain its transactions.
- (4) Where a trade union or employers' association consists of or includes branches or sections, then—
  - (a) any duty falling upon the union or association in relation to a branch or section under this section shall be treated as having been discharged to the extent to which a branch or section discharges that duty instead of the union or association ; and
  - (b) any duty falling upon a branch or section under this section by reason of its being a trade union or employers' association shall be treated as having been discharged to the extent to which the union or association of which it is a branch or section discharges that duty instead of the branch or section.