

Industrial Relations Regulations

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FIRST SCHEDULE

SECOND SCHEDULE

Legislative History

**INDUSTRIAL RELATIONS ACT
(CHAPTER 136, SECTION 86)**

INDUSTRIAL RELATIONS REGULATIONS

Rg 1

G.N. No. S 250/1960

REVISED EDITION 1990

(25th March 1992)

[22nd October 1960]

Citation

1. These Regulations may be cited as the Industrial Relations Regulations.

Definition

1A. In these Regulations, “Ministry’s website” means the website of the Ministry of Manpower at <http://www.mom.gov.sg>.

[S 245/2019 wef 01/04/2019]

Forms

2.—(1) Any reference in these Regulations to a form shall be read as a reference to a form in the First Schedule, or in a case of the form of a claim referral certificate, as provided at the Ministry’s website.

[S 245/2019 wef 01/04/2019]

(2) Strict compliance with any form shall not be necessary and substantial compliance shall be sufficient.

(3) The Registrar may refuse to receive any document for filing or lodgment, or issue any document if, in his opinion, the document does not substantially comply with the prescribed form or the form of a claim referral certificate provided at the Ministry's website, as the case may be.

[S 245/2019 wef 01/04/2019]

Allowance to members

3. The allowance payable to a member of a panel appointed under the Act, who is a member of the Court for the purposes of a trade dispute or matter and who is not a public officer, shall be \$50 for each day on which the Court is engaged in the hearing or determining of the trade dispute or matter:

Provided that half such allowance shall be paid where the Court is engaged only in the morning or in the afternoon in the hearing or determining of the trade dispute or matter.

Allowance to referee

4. The allowance payable to a referee, who is appointed in accordance with the provisions of an award for the purposes of the settlement of a dispute and who is not a public officer, shall be \$30 for each day on which he is engaged in the Court in the hearing or determining of the dispute:

Provided that half such allowance shall be paid where the referee is engaged only in the morning or in the afternoon in the Court in the hearing or determining of the dispute.

Allowance to member of board of inquiry

5. The allowance payable to a member of a board of inquiry, appointed under section 74 of the Act for the purposes of inquiring into any matter referred to it and who is not a public officer, shall be \$50 for each day on which the board is engaged in inquiring into any such matter:

Provided that half such allowance shall be paid where the board is engaged only in the morning or in the afternoon in inquiring into any such matter.

Documents filed or lodged to be submitted to President

6. The Registrar shall either personally or by such officer as he directs acting on his behalf —

(a) submit to the President of the Court and the members constituting the

Court for the purposes of a trade dispute or matter all documents filed or lodged with him in relation to the dispute or matter;

- (b) issue all notices and summonses;
- (c) keep a record of the proceedings of the Court; and
- (d) notify the President, if a trade union of employees, which is a party to a collective agreement submitted for certification and registration, is not entitled to represent the employees covered by the collective agreement in accordance with the constitution and rules of that trade union of employees.

Seal of Court

7.—(1) There shall be a seal bearing the crest of the Republic of Singapore and the words “The Seal of the Industrial Arbitration Court — Singapore”.

(2) The seal shall be in the custody of the Registrar and shall be affixed by him or with his authority to all awards, orders and certificates of the Court and to such other documents as the Court directs.

Stamp of Court

8.—(1) There shall be a stamp bearing the crest of the Republic of Singapore and the words “The Stamp of the Industrial Arbitration Court — Singapore”.

(2) The stamp shall be in the custody of the Registrar and shall be affixed by him to all documents issued by him in relation to proceedings before the Court.

Notice inviting negotiations in relation to industrial matters

9. A notice under section 18 of the Act shall be in accordance with the Form 1.

[S 104/2015 wef 25/03/1992]

Claim referral certificate

9A. A claim referral certificate issued under section 30H(6) of the Act must be in the applicable form provided at the Ministry’s website for the specified employment dispute concerned.

[S 138/2017 wef 01/04/2017]

[S 245/2019 wef 01/04/2019]

President of Court to fix time and place for hearing of disputes

10.—(1) Where the Court has cognizance of a trade dispute the President of the Court may of his own motion or on the application of a party to the dispute fix a time and place for the hearing of the parties to the dispute and persons and trade unions alleged to be