

क्र.श्रसंअ/कोवि/घटना बदल/कार्या-१७,
अपर कामगार आयुक्त यांचे कार्यालय,
कामगार भवन, ई ब्लॉक, सी-२०ए
बांद्रा कुर्ला संकुल, बांद्रा पूर्व,
मुंबई-४०० ०५९.

दिनांक :- 21 JAN 2016

प्रति,

✓ सरचिटणीस,
वेस्टर्न इंडिया सिनेमेटोग्राफिक्स असोसिएशन,
२४, २ रा मजला, ओम हिरा पन्ना आर्केड,
न्यू लिंक रोड, ओशिवरा,
जोगेश्वरी (पश्चिम), मुंबई-४०० १०२.

विषय :- श्रमिक संघ अधिनियम, १९२६ अंतर्गत घटना बदलाबाबत .

उपरोक्त विषयाबाबत आपल्या दिनांक २२.१२.२०१५ रोजीचे पत्रास अनसरून आपणास कळविण्यात येते की आपल्या घटनेतील नियम क्र. २, ३ (वाढीव), ४ मध्ये वाढीव (४-ए, ४-बी, ४-सी (i, iv, v, vi), ४-डी (ii, iii, iv, v), ४-ई, ४-एफ, ४-जी, ४-एच (i, ii, iii), ५ मध्ये बी, सी, डी, ई वाढीव, ६ मध्ये ए, बी, सी, डी वाढीव, ७ (iv), ७ एफ, जी, एच वाढीव, ७-सी, ८-ए (i), ८-बी (ii, iii), ८-सी, ९-बी, ९-सी, ९-सी (iv), १०-(ए, बी, सी, डी, ई), १०-एफ (i, ii, iii, iv, v, vi, vii, viii, ix, x, xi, xii, xiii), १२, १३(ए ते एम), १४ (i, ii, iii), १६ (iv, v), २१, २२, २४, २५ (एच), २९, ३२ (ए, सी, डी, ई), यात सुचविलेला बदल श्रमिक संघ अधिनियम १९२६ च्या कलम २८(३) नुसार दिनांक २१.०१.२०१६ रोजी नोंद करण्यात आली आहे.

आपला विश्वासू,



[Handwritten Signature]

उप निबंधक,
श्रमिक संघ अधिनियम, १९२६,
कोकण विभाग, मुंबई .

WESTERN INDIA CINEMATOGRAPHERS' ASSOCIATION

24, 2ND FLOOR, OM HEERA PANNA MALL, OFF NEW LINK ROAD, OSHIWARA,
JOGESHWARI (W), MUMBAI-400 102. OFFICE TEL:- 26355926 & 26355396
(E-mail: info@wica.in – wicaoffice@yahoo.com – Website: www.wica.in)

[1] **NAME OF THE UNION:**

The Name of the Union shall be the, **WESTERN INDIA CINEMATOGRAPHERS' ASSOCIATION** and it shall hereinafter be read in all the Rule Books and in the Constitutions of WICA and the mentioned union shall be referred to wherever applicable as an "ASSOCIATION".

[2] **OBJECTIVES:**

The Objectives of the Association shall be as follows:

- a) To organize and unite WICA members consisting of Cinematographers, Camera Assistants, Camera Operators, DITs, Colorist, Automated Crane Operators, Steadicam Operators & other Operators of various Camera Support Systems & Camera Attendants, engaged in the Motion Picture (Fiction & Non-Fiction), Advertising and the Television Industry in the entire State of Maharashtra, Gujarat and in all other contiguous states that may have been formed or separated hereafter and to regulate their professional relations with their Employers, Producers, Corporate Production Houses, Advertising Companies, Event Management Companies and Television Channels.
- b) To secure for the members, fair conditions of life and services.
- c) To try to redress their complaints and grievances.
- d) To try to standardize minimum wages and contractual remunerations and to revise the changes from time to time.
- e) To endeavor to settle the disputes between the employers and the employees and/or with other members amicably so that any cessation of work can be avoided.
- f) To endeavor to secure compensation for the members in cases of accidents under the Workman's Compensation Act, or under any other relevant Act, enforced at the time or wherever it does not exist, as amicably as possible.
- g) To endeavor to provide financial assistance against sickness, infirmity, old age and death.
- h) To provide legal assistance to members in respect of matters arising out of or incidental to their employment.
- i) To endeavor to render aid to members during any labor strike or lock-out brought about, with the sanction of the Association.
- j) To obtain complete information in reference to Motion Pictures and the Television Industry in India and abroad.
- k) To co-operate and to federate other organizations with similar aims and objectives on all India basis.
- l) To help in accordance with the Indian Trade Union Acts, the working classes in India and outside in the promotion of the objects of the Association as mentioned in the rule book.
- m) Generally to take and adopt any such steps as may be necessary to improve the working conditions of the members.
- n) To provide facilities for the training of the members in the techniques of CINEMATOGRAPHY by holding lectures, demonstrations and workshops and/or by any other relevant means to maintain and to inculcate high standards of professionalism.
- o) To publish and maintain a Journal for the purpose of propagating any or all the objectives of the Association.
- p) For achieving the objectives, the Association, may setup / organize centers in other parts and territories of India as referred to in clause 2 (a).

[3] **DEFINITION OF A CINEMATOGRAPHER, DOP AND CAMERAMAN:**

The word **CINEMATOGRAPHER, DOP and CAMERAMAN** wherever used shall mean to include all technically qualified persons using Motion Picture or Digital or Electronic Media Systems or any other New and Innovative Media systems for Image Creation / Acquisition / Capture.

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P. D. S. (with a line through it), A. T. M., A. R. Singh, J. Pereira, Mahesh Anney

[4] PERMANENT MEMBERS:

- (a) Any person who belongs to the age group of **Eighteen to Fifty (18-50) Years** and has acquired required qualification to be an **APPRENTICE / ATTENDANT / JUNIOR / ASSOCIATE / ACTIVE Member** can become a permanent member of WICA. An APPRENTICE and ATTENDANT Member do not have any Voting Rights and APPRENTICE Member does not qualify for any of the Welfare Privileges/Benefits provided for the ATTENDANT / JUNIOR / ASSOCIATE AND ACTIVE Members of WICA.
- (b) Any person who belongs to the age group of **Fifty One to Sixty (51-60) Years** and has acquired required qualification to be an **APPRENTICE / ATTENDANT / JUNIOR / ASSOCIATE / ACTIVE Member** can become a permanent member of WICA. An APPRENTICE and ATTENDANT Member belonging to this age group do not have any Voting Rights and do not qualify for any of the Welfare Privileges/Benefits whatsoever. The JUNIOR / ASSOCIATE AND ACTIVE Members belonging to this age group will have the voting rights but do not qualify for any of the Welfare Privileges/Benefits whatsoever.
- (c) Any **Junior / Associate / Active Member** or equivalent from any other **Regional Cinematographers Associations** who desires to work in the Mumbai Film Industry / Western Zone, he/she can become a permanent member of WICA by following the prescribed procedure laid out for members of the **Regional Cinematographers Associations**. The rules of Voting Rights and Welfare Privileges/Benefits for such migrated members will be applicable according to the age group mentioned in sub clause (a) & (b) above.
- Members who are not eligible for Voting or Benefits or both their Membership Cards will have "NO VOTING NO BENEFIT" and "NO BENEFIT" printed on it, whichever is applicable to their grade.
 - The Managing Committee shall be within its absolute rights to refuse to consider any application for admission without assigning any reason whatsoever.

[4-A] QUALIFICATION:

[A] APPRENTICE MEMBER: (LEARNER)

Any person who has passed **S. S. C. (10TH STD)** Exam and wishes to learn the art of Cinematography and has attained the age of **Eighteen (18) Years**, he/she shall be entitled to apply for the **Apprentice Membership** by submitting duly filled Admission form of WICA in WICA office, which is subject to the acceptance and approval by the Enrolment Committee after he/she has gone through the successful interview and upon the payment of the Admission Fee prevailing at that time. And the applicant agrees to abide by the existing rules and bye-laws of the Association.

- An Apprentice Member does not have any Voting Rights and does not qualify for any of the Welfare Privileges/Benefits provided for the ATTENDANT, JUNIOR, ASSOCIATE AND ACTIVE Members of WICA.

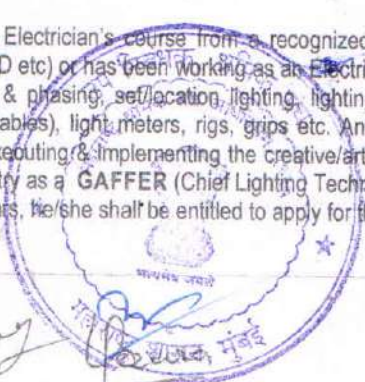
[B] JUNIOR MEMBER: (ASSISTANT CAMERAMAN / DIT / GAFFER)

(i) An Apprentice Member of WICA or any person who has one year of Practical Experience in the art of Cinematography or has successfully completed a 'Cinematography Course' conducted by WICA or from a reputed Institute or Academy; and has attained the age of **Eighteen (18) Years** he/she shall be entitled to apply for the **JUNIOR GRADE MEMBERSHIP** provided he/she submits his/her proof of experience and/or Certificate issued by WICA or any other Institute/Academy along with duly filled Admission form of WICA in WICA office, which is subject to the acceptance and approval by the Enrolment Committee after he/she has gone through the successful interview and upon the payment of the Admission Fee, Subscription & Back log Fee (if applicable) prevailing at that time and the person also agrees to abide by the existing rules and the bye-laws of the Association.

(ii) Any person who has the knowledge of Digital Image capturing formats, storage devices (intermediate and long term), the interfaces involved, cataloguing of video and sound files, professional preview formats, professional editing software, skilled at production of dailies, has one year of practical experience of working as a DIT (Digital Image Technician); and has attained the age of **eighteen (18) years** he/she shall be entitled to apply for the **JUNIOR GRADE MEMBERSHIP** provided he/she submits his/her proof of experience with a recommendation from a Data Base Company along with duly filled Admission form of WICA in WICA office, which is subject to the acceptance and approval by the Enrolment Committee after he/she has gone through a successful interview and upon the payment of the Admission Fee, Subscription & Back log Fee (if applicable) prevailing at that time and the person agrees to abide by the existing rules and the bye-laws of the Association.

(iii) Any person who has completed a Certified Electrician's course from a recognized training Institute or has an Electrician's License from the Government Civil Body (PWD etc) or has been working as an Electrician for minimum of five years and has full knowledge of distribution of power supplies & phasing, set/location, lighting, lighting equipments, colour temperatures, gels, scrims, diffusions (and other lighting expendables), light meters, rigs, grips etc. And has a good knowledge of occupational health & safety hazards; and is capable of executing & implementing the creative/artistic lighting plan/design for the DOP; and has been working in the Motion Picture Industry as a **GAFFER** (Chief Lighting Technician or as a Key Electrician) for one year; and has attained the age of **Eighteen (18) Years**, he/she shall be entitled to apply for the **JUNIOR GRADE MEMBERSHIP**.

Prakash *Ajitesh* *R. G. Singh* *Manish Anney*



Provided he/she submits his/her Vocational Training Certificate / Electrician's License and/or proof of experience with a recommendation from a DOP along with duly filled Admission form of WICA in WICA office, which is subject to the acceptance and approval by the Enrolment Committee after he/she has gone through a successful interview and upon the payment of the Admission Fee, Subscription & Back log Fee (if applicable) prevailing at that time and the person agrees to abide by the existing rules and the bye-laws of the Association.

- (iv) A Junior Member or equivalent of any **Regional Cinematographers' Association** who desires to work in Mumbai Film Industry / Western Zone, he/she will have to submit a letter of request and a copy of his/her Regional Associations' Membership Card along with duly filled Admission form of WICA in WICA office. He/she shall be admitted as **Junior Member** upon the payment of the Admission Fee and Subscription prevailing at that time, and the person agrees to abide by the existing rules and bye-laws of Association.


[C] ASSOCIATE MEMBER: (OPERATIVE CAMERAMAN / COLORIST / STEADICAM & AUTOMATED CRANE OPERATORS)

- (i) Any person, who has the qualification to be a qualified Cinematographer from any recognized Film Institute like FTII, SRFTII, LV PRASAD, BIJU PATNAIK FILM INSTITUTE, WHISTLING WOODS etc; or from any other similar recognized Film School, and has attained the age of Eighteen (18) Years he/she shall be entitled to apply for the **ASSOCIATE GRADE MEMBERSHIP** provided he/she submits the certificate issued by such Media Institute/Academy along with duly filled Admission form of WICA in WICA office, which is subject to the acceptance and approval by the Enrolment Committee after he/she has gone through the successful interview and upon the payment of the Admission Fee, Subscription & Back log Fee (if applicable) prevailing at that time and the person agrees to abide by the existing rules and the bye-laws of the Association.
- (ii) Any person who has been working in the Film Industry as a Junior Grade Member for Two Years and wishes to upgrade, is entitled to become an **Associate Member** provided his/her application along with proof of his/her work experience as Junior member satisfies the Enrolment Committee and the committee finds him/her to be qualified enough to be upgraded to an Associate Member and upon the payment of the Admission Fee, Subscription & Back log Fee (if applicable) prevailing at that time and the person agrees to abide by the existing rules and bye-laws of the Association.
- (iii) Any person who has done a course in digital grading & workflow from a reputed Film School or from any other industry or any recognized company who are conducting professional courses in Colour Grading for the Motion Picture Industry and has the knowledge of Digital Intermediate Workflow for the motion picture post production, of the primary and secondary tools in high end Colour Grading systems, calibration of the preview systems in Colour Corrections and has been working in the Motion Picture Industry as a **COLORIST** for one year; and has attained the age of Eighteen (18) Years he/she shall be entitled to apply for the **ASSOCIATE GRADE MEMBERSHIP**; provided he/she submits the Course Certificate issued by such Media Institute/Academy, and/or his/her proof of experience with a recommendation from a Post Production Studio along with duly filled Admission form of WICA in WICA office, which is subject to the acceptance and approval by the Enrolment Committee after he/she has gone through the successful interview and upon the payment of the Admission Fee, Subscription & Back log Fee (if applicable) prevailing at that time and the person agrees to abide by the existing rules and the bye-laws of the Association.
- (iv) Any Person / Junior Member who has an independent project to do as an Operative Cameraman is entitled to apply for an **Associate Membership** provided he/she submits his/her duly filled Admission Form / Upgrading Form along with the copy of agreement/contract/MOU, which is subject to the acceptance and approval by the Enrolment Committee after he/she has gone through the successful interview and upon the payment of the Admission Fee, Subscription & Back log Fee (if applicable) prevailing at that time, and the person agrees to abide by the existing rules and bye-laws of the Association.
- (v) Any person / Member who has attained the age of Eighteen (18) Years and has been working in the Film Industry as a **Steadicam or Automated Crane (Jimmy Jib etc.) Operator for One Year**, he/she shall be entitled to apply for the **ASSOCIATE GRADE MEMBERSHIP**; provided he/she submits his/her proof of experience with a recommendation from a DOP and from a Equipment Rental Company along with duly filled Admission form of WICA in WICA office, which is subject to the acceptance and approval by the Enrolment Committee after he/she has gone through the successful interview and upon the payment of the Admission Fee, Subscription & Back log Fee (if applicable) prevailing at that time and the person agrees to abide by the existing rules and the bye-laws of the Association.
- (vi) An Associate Member or equivalent of any **Regional Cinematographers' Association** who desires to work in Mumbai Film Industry / Western Zone, he/she is entitled to apply for the **ASSOCIATE GRADE MEMBERSHIP**; provided he/she submits a letter of request and copy of his/her Regional Associations' Membership Card along with duly filled Admission form of WICA in WICA office. He/she shall be admitted as **Associate Member** upon the payment of the Admission Fee and Subscription prevailing at that time, and the person agrees to abide by the existing rules and bye-laws of the Association.

[D] ACTIVE MEMBER: (DOP / CINEMATOGRAPHER):

- (i) Any person who has been Associate Member for a minimum of Two Years and wishes to upgrade his/her membership to become an **ACTIVE MEMBER** is entitled to apply by submitting the duly filled Upgrading Form, with his/her proof of work experience as a Junior / Associate member and satisfies the Enrolment Committee. If the Enrolment Committee finds him/her to be qualified enough shall be upgraded to Active Member, upon the payment of the Upgrading Fee / Admission Fee, Subscription & Back log Fee prevailing at that time and the person agrees to abide by the existing rules and bye-laws of the Association.

Pradits *Arms* *R. H. Singh* *Perveen* *Prakash Anand*



- (ii) Any person or Associate Member who has been working as a qualified Cinematographer / DoP is entitled to become an **ACTIVE MEMBER** provided he/she submits the duly filled Admission Form / Upgrading Form along with proof of his/her work experience and/or copy of a signed agreement / contract / MOU as Cinematographer and satisfies the Enrolment Committee and the committee finds him/her to be qualified enough to be an Active Member or to be upgraded as an Active Member, shall be granted **Active Membership** upon the payment of the Admission Fee / Upgrading Fee, Subscription & Back log Fee (if applicable) prevailing at that time and the person agrees to abide by the existing rules and bye-laws of the Association.
- (iii) It is mandatory for any person/member who has independently shot Two Feature Films or Two Daily Soaps or Two Multi-Camera Shows, or Two Reality Shows or over Twenty Advertising Commercials, as a Director of Photography to apply / upgrade for **Active Membership** by submitting the duly filled Admission Form / Upgrading Form along with the payment of the Admission Fee / Upgrading Fee, Subscription & Back log Fee (if applicable) prevailing at that time, and the person/member agrees to abide by the existing rules and bye-laws of the Association.
- (iv) An Active Member or equivalent of any **Regional Cinematographers' Association** who desires to work in Mumbai Film Industry / Western Zone, he/she will have to submit a copy of his/her Regional Associations' Membership Card along with duly filled Admission Form of WICA in WICA office. He/she shall be admitted as **Active Member** of WICA upon the payment of the Admission fee and Subscription prevailing at that time, and the person agrees to abide by the existing rules and bye-laws of the Association.
- (v) It is mandatory for any member from any other **Regional Cinematographers' Association** who has already shot One Feature Film / One Daily Soap / One Reality Show / One Multi-Camera show or over Ten Advertising Commercials in Mumbai Film Industry / Western Zone to become an **ACTIVE MEMBER** of WICA by submitting the duly filled Admission Form of WICA in WICA office before shooting any other project beyond the permissible limit in Mumbai Film Industry / Western Zone and by paying the Admission Fee and Subscription prevailing at that time and the member agrees to abide by the existing rules and bye-laws of the Association.

[E] ATTENDANT MEMBER: (CAMERA ATTENDANT):

Any person who has attained the age of Eighteen (18) Years and is an employee of an Equipment Hire / Rental House, he/she shall be entitled to apply for the **Attendant Membership**, by submitting the duly filled Admission Form of WICA in WICA office along with the recommendation letter from his/her Employer and/or also by One Active/Associate Member of WICA, which is subject to the acceptance and approval by the Enrolment Committee; after he/she has gone through the successful interview and upon payment of the Admission Fee, Subscription & Back log Fee (if applicable) prevailing at that time and the person agrees to abide by the existing rules and the bye-laws of the Association.

- An Attendant Member does not have any Voting Rights.

[F] TEMPORARY MEMBER: (RENEWABLE):

Any person who is not an Indian Citizen, but he/she is holding a **PIO Status Card**, issued by the Government of India and if he/she desires to work in the Mumbai Film Industry / Western Zone as a Director of Photography or as an Operative Cameraman or as an Assistant Cameraman, or DIT or Colorist or Steadicam or Automated Crane Operator on any project, such as Feature Film, Advertising Commercial, Corporate Film, Documentaries or on any such relevant project, he/she shall be entitled to apply for a **Renewable Temporary Membership** by submitting the duly filled Admission Form of WICA in WICA office, and it shall be issued by the Association for a period of One Year Only, which is renewable after the term expires. The applicant will have to provide the copy of his/her Membership Card of his/her native Association, true copy of the valid **PIO Status Card** along with his/her application, which is subject to the acceptance & approval by the Enrolment Committee and upon the payment of the 'Yearly Fee' prevailing at that time and the person agrees to abide by the rules and the bye-laws of the Association. He/she also agrees to employ WICA Members as his/her Assistants and Gaffer for the entire schedule to be shot in India.

[G] TEMPORARY MEMBER: (LIMITED):

Any person who is not an Indian Citizen and he/she has been contracted by an Indian Producer to work in the Mumbai Film Industry / Western Zone as a Director of Photography, or as an Operative Cameraman, or as an Assistant Cameraman, or DIT or Colorist or Steadicam or Automated Crane Operator on any project, such as Feature Film, Advertising Commercial, Corporate Film, Documentaries, or on any such relevant project, it is mandatory for him/her to apply for a **Limited Temporary Membership** by submitting the duly filled Admission Form of WICA in WICA office, and the same shall be issued by the Association for a specified period & specific project mentioned on his/her Valid Work Permit or Visa. The applicant will have to provide the copy of his/her Membership Card of his/her native Association, the copy of his/her valid work permit/visa issued by the Indian Government, along with his/her application which is subject to the acceptance & approval by the Enrolment Committee and upon the payment of the 'Per Day Fee' prevailing and applicable for said project at that time and the person agrees to abide by the rules and bye-laws of the Association. He/she also agrees to employ WICA Members as his/her Assistants and Gaffer for the entire schedule to be shot in India.

Exception:

Any person who is not an Indian Citizen and he/she has been brought to India by any Foreign Producers / Production House as a Director of Photography, or as an Operative Cameraman, or as an Assistant Cameraman, or a DIT or Colorist or Steadicam or

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[Circular stamp: भारतीय चित्रकार संघ, मुंबई]

[Handwritten signature: R. D. Singh]

[Handwritten signature: Anshu Anand]

- (b) No member shall accept employment or sign any contractual agreement with any Producer / Studio / Production House / TV Channel / Event Management Company or with any such person, where a state of dispute exists between the Producer / Studio / Production House / TV Channel / Event Management Company / any such person and Cinematographer / Assistant Cameramen / any other WICA Member, and/or against such Producer / Studio / Production House / TV Channel / Event Management Company or any such person, FWICE has issued a 'Non Co-Operation Directive', unless WICA/FWICE issues a written N.O.C.
- (c) No member shall accept any verbal 'Package Deal' or sign any 'Package Deal' contract/agreement/MOU with any Producer / Studio / Production House / TV Channel / Event Management Company or with any such person, on behalf of his assistants. In case of a dispute regarding the non-payment to his/her assistant, member will be liable to pay his/her assistant's remuneration from his own pocket, notwithstanding whether member has received his/her remuneration from the producer or not. WICA strongly recommends to all the Members to insist for a separate agreement for his/her assistants but in an exceptional circumstances Member may sign an individual contract/agreement/MOU on behalf of his/her assistants with any Producer / Studio / Production House / TV Channel / Event Management Company or with any such person.
- (d) It shall be the duty of Active/Associate member to engage only WICA members as their Associate/Junior/Apprentice for their project and make sure that they hold valid up to date WICA Membership card.
- (e) It shall be the duty of every member to update his/her residential address, phone nos. and e-mail ids whenever there is any change in such information submitted to the WICA office. No complaints regarding not receiving any communication from WICA will be entertained from any members who have not updated their contact information.

[6] TEMPORARY MEMBERS: (FOREIGN & REGIONAL TECHNICIANS)

- (a) Any person who is working as a Director of Photography or Operative Cameraman or Assistant Cameraman or DIT or Colorist or Steadicam or Automated Crane Operator and holds a valid Membership of any recognised Cinematographers' Association or any other Professional Association of any other country than India and he/she is **not an Indian Citizen** or has a **PIO Status Card**, issued by the Government of India is entitled to apply for a **TEMPORARY MEMBERSHIP of WICA** by submitting the duly filled Admission Form of WICA in WICA office, which is subject to the acceptance and approval by the Enrolment Committee and upon the payment of 'Per Day Fee' / Yearly Fee' prevailing at that time. And the applicant agrees to abide by the existing rules and bye-laws of the Association.
- (b) An Active or Associate Member from any other Regional Cinematographers' Associations who has been contracted to shoot a Feature Film / Daily Soap / Reality Show / Multi Camera Event or Advertising Commercial in Hindi language in the Mumbai Film Industry / Western Zone is entitled to apply for a **TEMPORARY MEMBERSHIP of WICA** by submitting the duly filled Admission Form of WICA in WICA office, which is subject to the acceptance and approval by the Enrolment Committee and upon the payment of the 'Project Fee' prevailing at that time in WICA office before starting the shoot. And the applicant agrees to abide by the existing rules and bye-laws of the Association.
- **TEMPORARY MEMBERS** do not have any Voting Rights and do not qualify for any of the Welfare Privileges/Benefits provided for the Permanent Members of WICA. The Temporary Membership Card will be issued to the members belonging to this category with "**NO VOTING NO BENEFIT**" printed on it.
 - The Managing Committee shall be within its absolute rights to refuse to consider any application for admission without assigning any reason whatsoever.

[7] GRADES & FEES:

[A] GRADE - I: ACTIVE MEMBER (DIRECTOR OF PHOTOGRAPHY)

Shall mean and include: -

- (i) Any person who is working as a Cinematographer or has been an Associate Member for a minimum of Two (2) Years.
- (ii) Any person who has independently shot Two Feature Films or Two Daily Soaps or Two Multi-Camera Shows or Two Reality Shows or Over Twenty Advertising Commercials as the Director of Photography (D.O.P).
- (iii) An Active/Associate Member from any other Regional Cinematographers' Association who has done One Feature Film or One Daily Soap or One Reality Show or One Multi-Camera Show or over Ten Advertising Commercials in the Mumbai Film Industry / Western Zone.

He/she shall be entitled to become an Active Member of WICA.

Membership Admission Fee
Yearly / Monthly Subscription Fee



[Handwritten signatures and initials: P. Jadhav, A. Jadhav, R. A. Sharma, and Mahesh Anney]

[B] GRADE – II: ASSOCIATE MEMBER: (OPERATIVE CAMERAMAN / COLORIST / STEADICAM & AUTOMATED CRANE OPERATOR)

Shall mean and include: -

- (i) Any person who has qualified as Cinematographer from any recognized Film Institute like FTII, SRFTII, LV PRASAD, BIJU PATNAIK FILM INSTITUTE, WHISTLING WOODS etc, or from any other similar Reputed; Recognized Film Academy / Institute..
- (ii) Any person who has been working in the Film Industry as a Junior Grade Member for two years and/or he/she has an Independent Project to do as an Operative Cameraman / DOP.
- (iii) Any person who has done a Digital Intermediate Colorist & Workflow Course from a reputed Film School / Institute or from any company of repute who are conducting professional courses in Colour Grading for the Motion Picture Industry or if he/she has been working as a COLORIST in the Film Industry for one year or has worked as a COLORIST for Three Feature Films.
- (iv) A person who been working as a Steadicam or Automated Crane (Jimmy Jib etc.) operator for at least One Year in the Film Industry.

He / she shall be entitled to become an Associate Member of WICA.

Membership Admission Fee	₹40,000.00
Yearly / Monthly Subscription Fee	₹3,000.00 / ₹250.00

[C] GRADE – III: JUNIOR MEMBER: (ASSISTANT CAMERAMAN / DIT / GAFFER)

Shall mean and include:-

- (i) Any person or an Apprentice Member, who has 1 year of practical experience in Cinematography and submits his/her proof of experience.
- (ii) Any person who has successfully completed a course in Cinematography from a reputed Film Academy / Institute. He/she shall be entitled to become a Junior Member of WICA. The decision of the Enrolment Committee shall be final.
- (iii) Any person who has one year of practical experience of working as a DIT (Digital Imaging Technician). The decision of the Enrolment Committee will be final.
- (iv) Any person who has completed the Certified Electrician's course from a recognised Training Institute / School or has an Electrician's License from the Government Civil Body (PWD etc) and/or has been working as a Key Electrician for a minimum of Five years and/or has been working as a GAFFER for minimum of one year in the Film Industry. The decision of the Enrolment Committee shall be final.

He / she shall be entitled to become a Junior Member of WICA.

Membership Admission Fee	₹15,000.00
Yearly / Monthly Subscription Fee	₹2,400.00 / ₹200.00

[D] GRADE – IV: APPRENTICE MEMBER: (LEARNER):

Shall mean and include:-

Any person who wishes to learn the art of Cinematography and has attained the age of Eighteen (18) Years and he/she has the Minimum Educational Qualification of S.S.C / (10TH STD) Passed:

He/she shall be entitled to become an Apprentice Member of WICA.

Membership Admission Fee	₹5,000.00
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[E] GRADE – V: CAMERA ATTENDANT: (CINE & VIDEO):

Shall mean and include:

Any person who is an employee of a Camera Equipment Rental Company and upon the recommendation by his Employer and also his admission form endorsed by One Active / Associate Member of WICA.

He shall be entitled to become a Camera Attendant of WICA.

Membership Admission Fees	₹10,000.00
Yearly / Monthly Subscription Fee	₹1,800.00 / ₹150.00

[F] GRADE – VI: TEMPORARY MEMBER: (RENEWABLE)

Shall mean and include:



Handwritten signatures and initials: P. Adhikari, Anurag

Handwritten signature: R. D. Singh

Handwritten signature: Rajesh Ghose

Handwritten signature: Mahesh Ghose

Any person who is not an Indian Citizen but holds a P.I.O. Status Card, issued by the Government of India can apply for Renewable Temporary Membership of WICA.

He / she shall be entitled to become a Temporary Member (Renewable) of WICA.

Yearly Subscription for DOP	₹2,50,000.00
Yearly Subscription for Associate	₹2,00,000.00
Yearly Subscription for Junior	₹1,50,000.00
Yearly Subscription for Colorist	₹2,00,000.00
Yearly Subscription for DIT	₹1,00,000.00
Yearly Subscription for Steadicam or Automated Crane Operator	₹1,00,000.00

[G] GRADE – VII: TEMPORARY MEMBER: (LIMITED)

Shall mean and include:

Any person who is not an Indian Citizen, but has been contracted / employed by any Indian Producer/Production House/Advertising Agency and has a valid Work Permit for a specific project for a specific period to be shot in the Mumbai Film Industry / Western Zone, issued by the Government of India can apply for Limited Temporary Membership of WICA.

He / she shall be entitled to become a Temporary Member (Limited) of WICA.

Per Day Fee as DOP/Associate/Junior/Colorist/DIT/Steadicam or Automated Crane Operator for Advertisement Film	₹20,000 / 10,000 / 10,000 / 10,000 / 10,000 / 10,000/-
Per Day Fee as DOP/Associate/Junior/Colorist/DIT/Steadicam or Automated Crane Operator for Feature Film	₹10,000 / 5,000 / 5,000 / 5,000 / 5,000 / 5,000/-
Per Day Fee as DOP/Associate/Junior/Colorist/DIT/Steadicam or Automated Crane Operator for Corporate Film	₹10,000 / 5,000 / 5,000 / 5,000 / 5,000 / 5,000/-
Per Day Fee as DOP/Associate/Junior/Colorist/DIT/Steadicam or Automated Crane Operator for Reality Show / Event	₹10,000 / 5,000 / 5,000 / 5,000 / 5,000 / 5,000/-
Per Day Fee as DOP/Associate/Junior/Colorist/DIT/Steadicam or Automated Crane Operator for Documentary	₹10,000 / 5,000 / 5,000 / 5,000 / 5,000 / 5,000/-

[H] GRADE – VIII: TEMPORARY MEMBER: (REGIONAL)

Shall mean and include:

Any Active/Associate Member from any other Regional Cinematographers' Associations can apply for a Regional Temporary Membership of WICA.

He / she shall be entitled to become a Temporary Member (Regional) of WICA.

Per Project Fee for Active / Associate / Junior ₹10,000 / 5,000 / 5,000/-

Subscription for all the Members except for the Temporary Members shall be calculated from the first day of the calendar month, during which the application for the membership is accepted by the Association.

[I] UPGRADING FEE:

ASSOCIATE CINEMATOGRAPHER TO ACTIVE CINEMATOGRAPHER	₹10,000.00
JUNIOR CINEMATOGRAPHER TO ASSOCIATE CINEMATOGRAPHER	₹20,000.00
APPRENTICE MEMBER TO JUNIOR CINEMATOGRAPHER	₹15,000.00
ATTENDANT MEMBER TO JUNIOR CINEMATOGRAPHER	₹6,000.00

All members are entitled to move up to higher grades, provided he/she fulfils / qualifies the eligibility criteria.

All the members shall move to higher grades on a 'step by step' basis and the onus of upgrading lies with the member otherwise 'Late Fee' charges will be levied by the Enrolment Committee on 'case to case' basis.

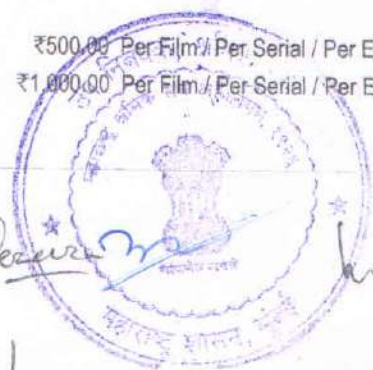
[J] PROJECT REGISTRATION FEE:

All Members whether Active, Associate or Junior must register their assignments/projects i.e., Feature Films / Video Films / TV Serials / Events / Shows within Three Months from the date of Mahurat or from the date of Initial Shooting, in WICA Office by paying the following Registration Fee as per your Assignment/Project.

After the grace period of three months following charges will apply:

Regional Film / TV Serial / Event / Show	₹500.00 Per Film / Per Serial / Per Event / Per Show
Hindi Film / TV Serial / Event / Show	₹1,000.00 Per Film / Per Serial / Per Event / Per Show

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the Managing Committee must have given adequate opportunity, to the concerned member, to explain his/her case before the Managing Committee and the final decision is ratified in the AGM.

SUBJECT TO THE CONDITIONS AS FOLLOWS:

- (i) Should it be discovered later that the member who has wrongly informed the Association of his/her un-employment or about his/her earned income from any other sources, then he/she will become liable to pay the differences in his/her subscription and strict disciplinary action will be taken against him/her by the Managing Committee and/or the Vigilance Committee.
- (ii) On being re-employed or earning any income from other sources, he/she will have to inform the Association within one month of such employment/earnings and after which he/she shall become liable to pay the subscription from the date of his/her re-employment.
- (iii) Such member whose name has been struck off from the register for non-payment of his/her dues but the member has a valid reason, may be re-admitted on his/her written request submitted to the Managing Committee along with the proof of his/her inability to pay the subscription for such period. Enrolment Committee after studying the merits of the case may consider his/her re-admission upon the payment of all the arrears and re-admission fee after the realization of his/her remuneration from the producer concerned or when he/she has earned some income from other sources or may refer the case to the Managing Committee if the case is found to be complicated.
- (iv) However any member availing the 'Subscription Exemption Facility' will not be entitled to avail any benefits during the Exemption period and this obligation will be considered as an Interrupted Subscription/Membership unless the member pays the subscription in full for the exempted period otherwise his/her membership shall be treated as afresh. And he/she shall be entitled to avail any other benefits only after the completion of minimum period required for any such Benefit after starting afresh.

[10] BENEFITS:

WICA will provide certain Financial Benefits to its Members as mentioned below:

(a) EDUCATIONAL SCHOLARSHIPS:

No member shall be entitled to Educational Scholarship benefit unless he/she has been a member of the Association for at least FIVE (5) YEARS and his/her dues / subscription are up to date and he/she does not have any financial dispute with any co-member of the Association.

To claim the scholarship benefit the child of the Member has to score more than Sixty (60%) Percent Marks in their Final Exams.

- In case the mark sheet carries the grades in A+, A-, A, B+ etc and also carries the equivalent percentage given to these grades. Qualifying percentage of 60% will be calculated by taking an average of the equivalent percentage given by the school/academy.
- In case if there are no equivalent percentage to the grades given then it will be at the discretion of the Welfare Committee to calculate the qualifying percentage as it may deem fit.

Segment	Standards	MARKS in %	Scholarship's Amount
I	5 TH to 9 TH Std	60% to 74%	₹2,000.00
I	5 TH to 9 TH STD	75% & Above	₹3,500.00
II	10 TH to 12 TH	60% to 74%	₹3,000.00
II	10 TH to 12 TH	75% & Above	₹6,000.00
III	13 TH Std & 14 TH Std	75% & Above	₹8,500.00
III	Recognised Govt. Diploma	75% & Above	₹12,000.00
IV	Graduation / Degree / B.Sc / Arts / Commerce	75% & Above	₹16,000.00

- Members can claim this Benefit maximum of four (4) times in their lifetime for one child only, once from each segment mentioned in the above chart.

(b) KANYADAAN CONTRIBUTION:

No member shall be entitled to KANYADAAN Contribution unless he/she has been a member of the Association for at least FIFTEEN (15) YEARS and his/her dues / subscription are up to date and he/she does not have any financial dispute with any co-member of the Association.

To claim this Benefit the Girl has to be Eighteen (18) Years and Above.

KANYADAAN AMOUNT ₹25,000.00

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(c) **MEDICAL AID:**

No member shall be entitled to **Medical Aid** unless he/she has been a member of the Association for at least **FIVE (5) YEARS** and his/her **dues / subscription are up to date** and he/she does not have any financial dispute with any co-member of the Association.

- Any member can claim **Medical Aid** amount prevailing at that time in one instance or in maximum of three instances during his lifetime. But the total amount of **Medical Aid** prevailing at the time of his first claim will be treated as his eligible amount due to him in his lifetime.

To claim this benefit Members will have to submit the doctor's prescription, original hospital bills, medical test reports, medicine bills and papers etc.

MEDICAL AID ₹30,000.00

d) **DEATH COMPENSATION:**

No member shall be entitled to **Death Compensation** unless he/she has paid **uninterrupted subscription for TWENTY (20) YEARS** and his/her **dues / subscription are up to date** and he/she does not have any financial dispute with any co-member of the Association.

- In case **Life Member** has not accepted the **Retirement Benefit** he/she is eligible for **Death Compensation** notwithstanding the clause of subscription as he/she is exempted to pay the subscription after attaining the age of **Seventy (70) years**.
- To claim this benefit the claimant has to submit **Death Certificate** of the deceased member with copy of the **Will** or an **Undertaking** in writing that the Claimant is the sole inheritor of the deceased member.

Sr. No.	Membership's Grade	Amount
1.	Active Grade	₹1,50,000.00
2.	Associate Grade	₹1,00,000.00
3.	Junior Grade	₹80,000.00
4.	Attendant Grade	₹70,000.00

e) **HUMANITARIAN COMPENSATION:**

Only those members are entitled for **Humanitarian Compensation** who had **Untimely Death** in a rare exceptional circumstances and the **Managing Committee** accepts and approves the case to be of an **Exceptional nature**. The criteria of **uninterrupted paid subscription of TWENTY (20) YEARS** to claim **Death Compensation** shall not be applicable on such cases of **Death** but his/her **dues / subscription are paid up to date** and he/she does not have any financial dispute with any co-member of the Association

- To claim this benefit the claimant has to submit the detailed account of circumstances in which the member had **Untimely Death** along with any documentary proof and the **Death Certificate** of the deceased member with copy of the **Will** or an **Undertaking** in writing that the Claimant is the sole inheritor of the deceased member.

HUMANITARIAN COMPENSATION REIMBURSEMENT OF FULL ADMISSION FEE

f) **RETIREMENT BENEFIT:**

No member shall be entitled to **Retirement Benefit** unless he/she has paid **uninterrupted subscription for TWENTY (20) YEARS** and his/her **dues / subscription are up to date** and he/she does not have any financial dispute with any co-member of the Association.

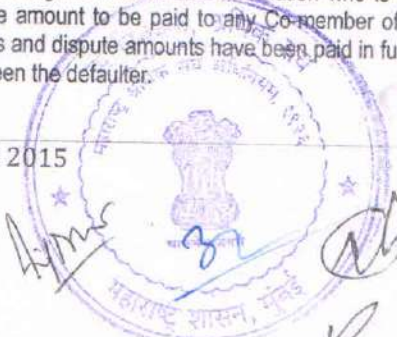
To qualify for this benefit the member has to be of **SEVENTY (70) YEARS OF AGE**.

Sr.	MEMBERSHIP GRADES	AMOUNT
1.	Active Grade	₹1,50,000.00
2.	Associate Grade	₹1,00,000.00
3.	Junior Grade	₹80,000.00
4.	Attendant Grade	₹70,000.00

CONDITIONS:

- Any existing member of the Association who is in **arrears of his/her subscription / Back Log Fee / Dues** and/or has any dispute amount to be paid to any Co-member of the Association, shall not be entitled to any kind of benefits, until all his/her arrears and dispute amounts have been paid in full and he/she will not be eligible for any benefits for the number of years he/she had been the defaulter.

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R. R. Singh

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- ii) To be eligible for the **Death Compensation** the deceased member must have his/her **un-interrupted membership** for at least **Twenty (20) Years**. Only those members who have paid their uninterrupted subscription for **Twenty (20) Years** will be considered for the Death Compensation. The condition of **uninterrupted subscription for Twenty (20) Years** will not apply in case of an **Untimely Death by Accident** during the shoot on the set or outdoor location but his/her **Dues / Subscription are paid up to date**. The claimant has to submit a copy of the valid up to date WICA Membership Card along with a copy of Death Certificate of the deceased member, a copy of the Will or an Undertaking in writing that the Claimant is the sole inheritor of the deceased member. Death Compensation amount will be disbursed by WICA directly to the member's Nominee whose name has been given by the Deceased Member in his/her Admission Form or to the inheritor.
- iii) To be eligible for the **Humanitarian Compensation** the members' death has to be an **Untimely Death in a rare exceptional circumstance** which is subject to the acceptance & approval of the Managing Committee. The condition of **uninterrupted subscription for Twenty (20) Years** will not apply in such cases of Death but his/her **Dues / Subscription are paid up to date**. The claimant has to submit a copy of the valid up to date WICA Membership Card along with any documentary proof and the detailed account of circumstances in which the member had **Untimely Death**, a copy of the Death Certificate of the deceased member, a copy of the Will or an Undertaking in writing that the Claimant is the sole inheritor of the deceased member. Humanitarian Compensation amount will be disbursed by WICA directly to the member's Nominee whose name has been given by the Deceased Member in his/her Admission Form or to the inheritor.
- iv) In case of no nominee, the legal heir according to the Will shall be eligible to receive the Death Compensation or Humanitarian Compensation, provided that, a letter of request and an attested Copy of the Will are submitted to WICA. In case of no Will and/or no Nominee, the dependants from the family will have to give in writing an undertaking to WICA that the said dependant is the **Sole Inheritor** of the deceased member's properties and assets and no other claim whatsoever shall/will be entertained thereafter.
- v) In case, any member being terminally ill or in any other serious medical condition desires to claim the **Death Compensation during his Life Time**. The Managing Committee may consider the case and sanction Fifty percent (50%) of the Death Compensation amount prevailing at that time provided his/her **Dues / Subscription are paid up to date**. After claiming the **Death Compensation during his Life Time** the member will **not** be eligible for any other benefits including the **Humanitarian Compensation and Retirement Benefit**. The Fifty Percent (50%) Compensation paid will be treated as Full and Final Payment of his/her **Death Compensation**.
- vi) Any member such as the Camera Attendant / Junior / Associate or Active Member, who has paid **un-interrupted subscription** of at least **Twenty (20) Years** at a stretch during the period of his/her permanent membership and provided that his/her **Dues / Subscription are paid up to date** till he/she has attained the age of **Seventy (70) Years** will be given the **Retirement Benefit** amount prevailing at that time along with the **Life Membership**. In case the member does not accept the **Retirement Benefit** in the year he has been offered, then he/she will be eligible for the **Death Compensation** but he/she can not claim the **Retirement Benefit** in between.
- vii) To be eligible for **KANYADAAN Contribution** the member must have his/her **un-interrupted membership** for at least **FIFTEEN (15) YEARS** and provided that his/her **Dues / Subscription are up to date**. Members are eligible to claim **Kanyadaan only once** and to claim **Kanyadaan Contribution** the members are supposed to submit a copy of the valid up to date WICA Membership Card along with the Original Wedding Card, a copy of the Receipt of the booking of the Marriage Hall / Wedding Venue. In case if the booking receipt is not available, the member can claim the amount after the solemnisation of the marriage/wedding; by submitting a true copy of the Marriage Registration Certificate after the Wedding.
- viii) To be eligible for the grant of the **EDUCATIONAL SCHOLARSHIP** the member must have his/her **Un-interrupted Membership** for at least **FIVE (5) YEARS** and provided that his/her **Dues / Subscription are paid up to date**. The Scholarship will be given to any member for **maximum of four (4) times** in his life time for **one child only**, once during the four different segments mentioned above in clause 9 (a).
- ix) Children who have scored more than **(60%) Marks** will be considered eligible for the Scholarship. To claim the Scholarship Benefits members are supposed to submit a copy of the valid up to date WICA Membership Card along with the **Original Mark Sheet / Report Card** of the School along with an Attested Copy of the Report.
- x) To be eligible for **MEDICAL AID** the member must have his/her **Un-interrupted Membership** for at least **FIVE (5) YEARS** and provided that his/her **Dues / Subscription are paid up to date**. Medical benefit will be given once or can be availed in **maximum of three instances on request** but the total amount shall not exceed the **MEDICAL BENEFIT** amount prevailing at the time of the first claim and amount of second & third claim will depend upon the original Hospital & Medical bills submitted which shall not exceed total applicable Medical Benefit amount for such case.
- xi) To claim Medical Aid the member will have to submit a copy of the valid up to date WICA Membership Card along with Doctor's Prescriptions, Medical Reports, X-ray Reports, Hospital Bills, Medicine Bills and relevant medical papers in Original.

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R. L. S. Singh

Madhesh Chandra



- xii) Notwithstanding the criteria of benefits provided for the members, as per the above mentioned Clause No.9; from sub-clauses. [9-a] to [9-r] those Members will not be eligible for any privileges or **benefits of the Association** :
- Who refuse to **follow the diktat** given by their Association and/or by the Federation.
 - Who go on **strike** against their own Association or against the Federation.
 - Who **refuse to co-operate** whenever a non co-operation call or strike call is given by the Managing Committee of their Association and/or by the Federation.
 - Who have been **declared guilty** by the MC, of damaging the reputation of the Association by getting involved in unlawful and corrupt practices.
 - Who have not paid their **Dues / Subscription / Late Fee / Settled Dispute Amount** due to their Co-Members.
- xiii) Claim for any of the benefits shall be submitted within the **SIX MONTHS** and the period of **SIX MONTHS'S** deadline starts from:
- **The day the results were declared.**
 - **The day of discharge from the hospital.**
 - **The day of the Solemnisation of Marriage.** (In an exceptional case the day of the booking of the Marriage Hall may be considered but the member will have to submit the copy of the Marriage Registration Certificate within three months from the day of the Solemnisation of Marriage.)
 - **The day of demise.**

No claim shall be accepted after the deadline of **SIX MONTHS**.

[11] REGISTER OF MEMBERS:

The Association shall keep a Register of Member's Records, which will have all the details of all members i.e. their names, their Membership Numbers/Grades, Date of Birth, Enrolment Date, Current Residential Address, Contact Numbers, e-mail Ids, Names of their Nominees and relevant details. All the members must update their contact details in case of any changes in writing or by e-mail immediately to the WICA Office.

- [a] The Register of Member's Records shall be open for inspection for any WICA Committee Member or for any Office Bearer in WICA Office, during working hours on any week days, excluding Sundays and Listed Holidays.
- [b] Any member wishing to upload their recent Professional Bio-data / Portfolio on the WICA Website i.e., www.wica.in will have to fill in the prescribed form which is available in the Association Office.

[12] OFFICE BEARERS:

The Association shall always have Seven (7) Office Bearers i.e. One President, Two Vice Presidents, One General Secretary, One Treasurer, Two Joint Secretaries and not more than Thirteen (13) Members of the Managing Committee. They shall be duly elected in the elections of WICA Annual General Body Meeting. The election for the posts of 7 Office Bearers and for the posts of 13 Managing Committee Members will be held once in Three Years. It means that the term of the Managing Committee and of the Office Bearers shall be for **THREE YEARS Consecutively**.

[13] ELECTION:

- (a) Managing Committee will elect **Two Members as Election Officers (Returning Officers)** to oversee and conduct the proceedings of election.
- (b) Candidate Application Form shall reach the members **Thirty (30) Days** prior to the fixed election date.
- (c) Only **Active & Associate Members** shall be eligible to contest for the **Seven (7) Office Bearer's Posts**; provided he/she has been a **member of the Managing Committee for at least one term**. In case of a **Death/Resignation/Removal** of any of the Office Bearer, Managing Committee may co-opt an Active member who has not been a member of the Managing Committee.
- (d) All the **Junior / Associate / Active Members** shall be eligible to contest for the **Thirteen (13) Members of the Managing Committee**.
- (e) Contesting Candidate's **Subscription/dues must be paid up to date**.
- (f) Only **Active Members** are eligible to **Propose and Second** any candidate and shall have their **Subscription/dues paid up to date**; or the Candidate's Application Form will be **rejected**.
- (g) Only **Junior / Associate / Active Members** who's **Subscription/dues is paid up to date** shall be **eligible to vote**.
- (h) All **subscription/dues** must be paid at least **Fifteen (15) Days Prior** to the **Election/AGM** date.
- (i) It will be the responsibility of contesting candidates to find out whether his/her nomination has been accepted or rejected by the **Election Officers** from the WICA office.
- (j) The **final list** of eligible candidate's shall be posted on the notice board, **7 days prior** to the AGM date.
- (k) The duly filled Application Form must have the signature & photograph of the candidate, and must be submitted in a **sealed plain envelope** marked "**Nomination Form**" before the last date & time of submission announced. Forms without the signature and/or photograph shall be **rejected**.



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- (l) The Application Form can also be sent by an e-mail with the approval of the Election Officers (Returning Officers) but must have the photograph attached as an attachment and must reach the WICA office before the last date & time of submission announced.
The onus of submitting the names of the Proposer & the one who is going to Second it and getting their signatures lies with the applicant.
- (m) Withdrawal of nomination can be done before the last date & time of withdrawal announced.

[14] MANAGEMENT OF THE UNION:

- (i) Subject to the provision of Section 21, of the Indian Trade Union Act: 1926, the affairs of the Association, financial and otherwise shall be conducted by the Managing Committee consisting of the seven 7 Office Bearers and not more than the thirteen 13 Elected Committee Members who are elected once in three years at the Annual General Body Meeting of the Association. The same Managing Committee will continue to function until the new Managing Committee is appointed by the AGBM.
- (ii) Any Managing Committee Member, failing to attend SIX (6) out of TWELVE (12) Meetings or THREE (3) consecutive Meetings of the Managing Committee during the current year, shall be Expelled and treated as a Non-Member of the Managing Committee and another suitable member of the Association will be co-opted in his place, the expelled member will not be eligible to contest the elections in the next term. Leave of Absence will be granted to the members for authentic reasons only, whereas the onus is on the member to intimate WICA Office by e-mail or by SMS or by a Written Note or in case of emergency by a Phone Call to WICA Office or to the General Secretary of his/her inability to attend the meeting.
- (iii) Any Sub Committee Member, failing to attend minimum FOUR (4) Meetings during the current year shall be requested to resign and another suitable member of the MC will be co-opted in his place in consultation with the President, GS & Convenor, the outgoing member will not be eligible to be on any other Sub Committee for at least one year or for the remaining term of the MC whichever is more. Leave of Absence will be granted to the members for authentic reasons only, whereas the onus is on the member to intimate WICA Office by e-mail or by SMS or by a Written Note or by a Phone Call to WICA Office or to the Convenor of the Sub Committee of his/her inability to attend the meeting.

[15] VACANCIES AND REMOVALS:

- (i) Should any vacancy occur, among the Office Bearers or among the elected members of the Managing Committee, it shall be duly filled by the Managing Committee by co-opting any suitable / eligible member of the Association.
- (ii) Any Office Bearer of the Association or an elected member of the Managing Committee can be removed at the General Body Meeting of the members by a three fourth majority attending the AGBM, for the reasons of committing any kind of financial fraud or having acted against the interest of the Association or members of the Association, provided the Office Bearer or the Elected Committee Member who is to be removed, is given adequate opportunity to defend himself for his misconduct before the General Body.

[16] MANAGING COMMITTEE MEETINGS:

- (i) The Managing Committee shall meet once every month, on such days and at such place which may be fixed by the General Secretary in consultation with the President.
- (ii) The presence of at least One Third (1/3) members of the Managing Committee shall be necessary to form a quorum in the meeting and no quorum is necessary for the adjourned meeting.
- (iii) At least Seven (7) days advance notice must be given / sent for the Managing Committee meetings to all Managing Committee members.
- (iv) The Managing Committee can appoint Sub-Committees and delegate specific powers to them. Each sub-committee shall have One (1) Convener and One (1) Deputy Convenor. The authority of appointment/removal of the Convener/Deputy Convenor shall rest with the President and GS. The appointed sub-committee shall have a like force of committee members and all the sub-committees will be governed by the Managing Committee. The President and the General Secretary shall always be the Ex-Officio member of all Sub-Committees.
- (v) The Managing Committee shall have the right to recommend one or more Office Bearers / Managing Committee members as the representatives of WICA in the Vigilance Committee of FWICE and shall have the right to recommend an Office Bearer / Managing Committee member to contest the election for the post of Office Bearer of FWICE.



Prabhu

Pradyumn Desai

Manish Anand

H. R. Singh

[17] DUTIES OF AN OFFICE BEARER:

The President and the Vice Presidents will preside over the meetings of the Association and of the Managing Committee, preserve orders, sign all minutes and shall be allowed to give casting vote only. The President only shall have the power, if necessary, to call any special Managing Committee meetings and/or whenever necessary to call any Special General Body Meetings of the Association. The Vice Presidents shall function in place of the President, during his absence only. But if the President or the Vice President is not present for the meeting, the quorum of members present shall have the power to elect a Chairman from amongst the members to conduct the present meeting only.

[18] DUTIES OF THE GENERAL SECRETARY:

The Duties of the General Secretary in the Association are to transcribe the minutes of the meetings of the Association and of all Committees, convene all meetings, communicate with all Members, execute all correspondence, supervise and maintain all accounts and exercise supervision over the entire affairs and all legal matters of the Association and also maintain correct accounts of all receipts, payments and expenditures of the Association. He shall be responsible for submitting within the stipulated period to the Registrar of Trade Unions the Association returns, documents, notices, accounts and miscellaneous instruments under the Trade Union Act, 1926. He shall have the power to engage/appoint in consultation with the President and subject to approval/confirmation of the Managing Committee, any assistants and/or office personnel for clerical purposes or otherwise, and all these assistants/office personnel and staff shall remain under the control of the General Secretary. The General Secretary shall delegate specific powers to both the Secretaries from time to time for the smooth working of the Association.

The Managing Committee shall ask the General Secretary or in his absence, any one of the Secretaries, to duly enter all minutes in the books provided for the purpose.

Of all resolutions and proceedings of the GBM and all meetings of the Committee and any such minutes should be signed by the Chairman of such meetings. Or by the Chairman of following meetings, shall be receivable as prima facie evidence of all the written matters stated in the minutes.

[19] DUTIES OF THE SECRETARIES:

The Two Secretaries of the Association shall generally help the General Secretary in all his work. Any one of them shall perform the duties of the General Secretary during the absence of the General Secretary.

[20] DUTIES OF THE TREASURER:

The Treasurer shall be responsible for all the monetary transactions of the Association, such as, for all sums of money which may from time to time, be received by the Association and for all sums of money which may from time to time, be expended by the Association. He shall be responsible for making payments towards all expenditures sanctioned by the Managing Committee. He shall not have any power to withdraw any money from the bank without first having the CHEQUES signed by the President or Vice Presidents or the General Secretary.

[21] DUTIES OF CONVENOR:

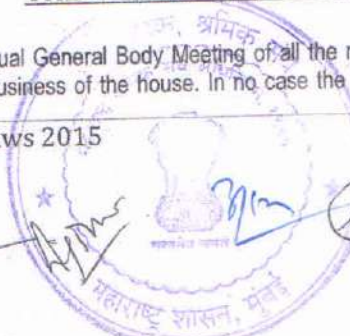
The Convenor will preside over all the meetings of the Sub Committee, preserve orders, prepare the reports to be submitted in the prescribed format to the MC and make all the attending members to sign the minutes. The Convenor shall make sure that none of the Sub Committee member has any Conflict of Interest in any case/application which is to be granted benefits in the meeting and can request the interested member to withdraw from the discussion of such case/application. The Convenor can call for the Sub Committee Meeting whenever he/she feels there is good enough business to be conducted. The Deputy Convenor shall function in place of the Convenor, during his absence only. But if the Convenor or the Deputy Convenor is not present for the meeting, the quorum of members present shall have the power to elect a Chair Person from the members present to conduct the said meeting only.

[22] DUTIES OF ELECTED WICA MEMBER IN FWICE'S MC:

The Office Bearer / Managing Committee member who has been elected as a representative of WICA in FWICE'S Managing Committee shall submit regularly his/her report to the Managing Committee to update the on-goings in FWICE and must keep the MC in loop regarding any matter concerning WICA or/and concerning the matters of the Cine Employees.

[23] THE GENERAL BODY MEETING:

The Annual General Body Meeting of all the members of the Association shall be held in the months of June / July to transact all official business of the house. In no case the General Body Meeting of the Association should be postponed beyond the month of


D. Singh
R. A. Singh
Mahesh Anand

August, except for some very specific and authentic reason only and during the meeting session the following business shall be transacted:

- (a) To Consider and if approved, to adopt the Managing Committee Report of the work done by the Association and to present it to the members of the General Body including the complete audited statement of accounts of the Association for the year / term.
- (b) To elect the Office Bearers and the Members of the Managing Committee for the full term of **THREE (3) YEARS**.
- (c) Transact all the matters as listed in the Agenda and any other such matter that may be raised in the meeting with the Permission of the Chair.
- (d) To Elect the Internal Auditors for the ensuing year from amongst the Members of the Association.
- (e) The Election process of the Office Bearers and the Committee Members shall be by Ballot Paper or Govt. Approved Electronic Machine only and it shall be held under the strict supervision of the Election Officers (Returning Officers) appointed by the Managing Committee. The Election Officers shall exhibit the names of all the eligible candidates on the Association on the Office Notice Board. Sufficient time between submission and withdrawal of his/her nomination forms shall be given to the members, so as to hear any appeal from the rejected candidates. After the nomination withdrawal date, the final list of candidates shall be exhibited on the Office Notice Board. All those members who have paid their yearly subscription and dues up to date shall have **Voting Rights**. All the Nomination forms of the Office Bearers and the Managing Committee Members shall be proposed and seconded by Active Members of WICA only, and only those members whose subscriptions are paid up to date.
- (f) All subscription / dues should be paid up and cleared at least Fifteen (15) Days Prior to the **Election AGM**. No subscriptions fees / dues will be accepted on the **AGM Election Day**.
- (g) The Election of the Office Bearers and of the Members of the Managing Committee will be held once in every **THREE (3) YEARS**, that means, that the Full Tenure of the WICA Office Bearers and of WICA Managing Committee Members shall be for **Three (3) Years Consecutively**.
- (h) The President having the Discretionary Powers can call a Special General Body Meeting of the Association, whenever he may think necessary and for the meeting, he should give a notice of not less than ten (10) days prior to all the members of the Association.
- (i) A Special General Body Meeting can be called by having at least One Fifth (1/5TH) Majority of the total strength of the Association within twenty one days on the receipt of the said requisition.
- (j) At least Fifteen (15) Days Prior Notice shall be given to all the Members of WICA for any General Body Meeting.
- (k) The presence of not less than One Fourth (1/4TH) of members shall be necessary to form a Quorum for the Special or General Body Meeting. No Quorum is necessary for the adjourned meeting.

[24] GENERAL FUNDS:

The General Funds received from Members such as Admission Fee, Subscription and Late Fee etc. and from Non Members such as Educational fee charged for conducting Cinematography Courses, Donations received by conducting Technical Workshops, organizing demos of New Equipments etc. shall be deposited in any bank or banks, approved by the Managing Committee in the name of the Association and all the transactions of such accounts shall be operated by **Any (2) Two** of the Following Office Bearers listed below:

1. President
2. General Secretary
3. Treasurer

The WICA General Secretary and the Treasurer shall not keep more than ₹10,000.00 (Rupees Ten Thousand Only) as petty cash in the Association for any current expenses.

[25] OBJECTIVES ON WHICH THE GENERAL FUNDS CAN BE EXPENDED:

Subject to the provisions, under the section 15 of the **Indian Trade Union Act 1926**, the General Funds of the Association shall not be spent on any other objectives other than any or all of the following objects mentioned hereunder:

- (a) The payment of all expenses, salaries, allowances to the Staff, Office Bearers and the Managing Committee Members of the Association.



Handwritten signature: H.R. Singh

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- (b) For the payment of all the expenses for the administration of the Association including the auditing of the accounts of the General Funds of the Association.
- (c) For the payment of all the expenses for prosecution or defence of any legal proceedings, to which the Association or any member of WICA is involved or made party to, or for securing or protecting the rights of the Association or of its members or for any such rights arising out of any dispute of any member with his / her Employers / Producers / TV Channels / Corporate Production Houses / Advertising Agencies / Event Management Companies Etc. All the legal expenses whatsoever spent by the Association will be recovered from the member concerned whose rights were being secured or protected and/or their disputes were being negotiated and settled.
- (d) For conducting of Trade Disputes on behalf of the Association or with any member thereof.
- (e) For the compensation of members for the loss arising out of any official trade disputes.
- (f) For Expenses / Allowances to the members or to their nominees/ dependants / claimants on account of the Member's death, old age, accidents, sickness or Infirmity of the member.
- (g) To undertake responsibility of covering insurance policies on the lives of the members, against sickness, accidents or personal injuries.
- (h) For the provisions of medical expenses for members, educational scholarships for Members' children and social benefits such as Kanyadaan, Death Compensation, Humanitarian Compensation and Retirement Benefit to be disbursed as per the rules passed by the Managing Committee, prevailing at that time.
- (i) To keep modern technical periodicals, books, magazines, audio-visual equipments etc., to update and educate the members about the latest technologies and advancement in the field of Cinema and Cinematography.
- (j) For payments, in furtherance of any of the objects on which the general funds of the Association may be spent towards contributions for any such cause intended to benefit the members in general, provided that the expenditures shall not at any time exceed One Fourth (1/4th) of the combined total of the gross income up to that time accrued to the general funds of the Association in that year.
- (k) To undertake responsibility of covering insurance policies on the lives of the office staff of the Association against sickness, accidents or any personal injuries whatsoever.
- (l) Subject to any conditions contained in the notification and/or in any other objects notified by the appropriate authorities in the governmental agencies and semi governmental agencies in the official government gazettes.
- (m) To do welfare for the members and the members of Film Industry by donating funds to WICA Benevolent Trust.

[26] ANNUAL AUDIT:

The Association shall make due provisions for the Annual Auditing of all accounts of the Association by any competent Auditors appointed by the WICA AGM, proposed by the Managing Committee in accordance with the rule 18 of the Mumbai State Trade Union Rules and Regulation Act 1927.

[27] INSPECTION OF BOOKS OF ACCOUNTS:

All the books of Accounts of the Association shall be available to any member, for inspection, at the office of the Association, during the working hours of the Association, on all working days, except Sundays and Listed Holidays.

[28] AMENDMENTS OF THE RULES:

The rules of the Association can be altered, amended, changed, replaced, abrogated or terminated and new rules can be added to the same at any time by a majority of members present at the Annual / Special General Body Meeting, provided that a prior written notice of at least Seven (7) Days be given to the members for the proposed amendments / alterations / additions / deletion etc., and the same be placed on the agenda of the AGBM / SGBM of the Association for its final decision and reservation.

[29] MEMBERSHIP CARDS:

The First Membership Card will be issued from the Office of the Association at no cost. A lost/damaged card will be reissued at a cost prevailing at that time. The member should always carry his/ her Membership Identity Card with him/her every time on all occasions.



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[30] DISSOLUTION OF THE ASSOCIATION:

The Association cannot be dissolved, save and except by the vote of the majority of three fourth (3/4TH) of the members present in the Annual General Body Meeting and/or specially called in the AGBM for that purpose, provided the total number of votes casted for such issue in such meetings shall not be less than two third (2/3RD) of majority of votes of the total number of members present and only those members whose subscriptions are paid up to date as per the records of the Association. The funds of the Association after meeting all the liabilities shall be disposed off in accordance with the final decision of the Dissolution Committee.

[31] LIBRARY:

A large selection of technical books on Cinematography & Video including Cinema and trade related magazines are available for free reading in WICA Office during the working hours. Some DVDs are also available for viewing but in the office only. Under any circumstances whatsoever any Book / Magazine / CD or DVD will not be allowed to be taken out of the Association Office.

[32] RESOLUTIONS REGARDING DISPUTES:

[A] It is hereby resolved that whenever any dispute arises between a contracted or a non-contracted WICA Member and/or his/her Assistants with the Producer / Production House / Events Management Company / Advertising Agencies / Studio / TV Channel / Event Management Company or any such person:

- After being involved and having contributed sufficiently to a project in the pre-production stages and if the Producer decides to change the Cinematographer and/or his/her Assistants, without assigning any valid reason before starting the project, the Dispute Committee having studied the case, should impose and claim a minimum Fifty (50%) Percent of the contract amount. And in the absence of a contract between the Producer and the Cinematographer and his/her Assistants, the Dispute Committee should impose and claim Fifty (50%) Percent of the FWICE approved minimum wage prevailing at that time as the compensation from the Producer.
- If the Cinematographer and/or his/her Assistants are removed after the commencement of the project, producer will have to pay the full contracted amount or in the absence of no agreement signed by the DOP and the Producer, the FWICE approved minimum wage prevailing at that time.
- And in the case of complaint submitted against the DOP by the producer, the Dispute Committee after having studied the case should impose a settlement amount calculated on the pro-rata basis in addition to the 50% of the contracted amount or of the minimum wages prescribed by FWICE in case of no agreement signed between the DOP and the Producer.
- After having completed a project, if the Producer refuses to pay the final balance amount of the Cinematographer and/or his/her Assistants, the Dispute Committee having studied the case, should try and settle the matter amicably. If the Producer still refuses to pay the remaining balance amount, the Dispute Committee should refer the matter to the FWICE for further action against the Producers.

[B] It is hereby resolved that whenever any dispute arises between the Cinematographer with another fellow Cinematographer including his/her Operative Cameraman and/or Assistants:

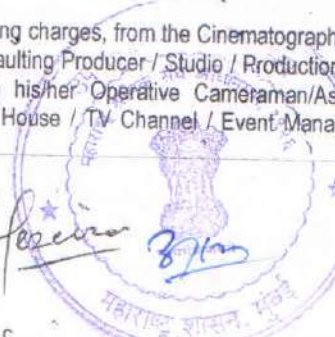
- If the Cinematographer refuses to pay the contracted or verbally committed fee/remunerations to his/her fellow Cinematographer or to his/her Operatives or Assistants, without assigning any valid reason, the Dispute Committee after having studied their case should try and settle the matter amicably. If the Cinematographer still refuses to pay the outstanding amounts despite reminders, the Managing Committee has the right to take any necessary decision/action to recover the outstanding amounts and/or even expel such members from the Association.

(C) WICA will charge Ten (10%) percent as dispute processing charges, from the Cinematographer including his/her Operative Cameraman / Assistants from the amounts recovered from the defaulting Producer / Studio / Production House / TV Channel / Event Management Company in case the Cinematographer including his/her Operative Cameraman/Assistants has signed an agreement/contract/MOU with the Producer / Studio / Production House / TV Channel / Event Management Company and/or has registered the said project with WICA and/or has registered the e-mail conversation received/sent to the Producer / Studio / Production House / TV Channel / Event Management Company stating all the terms and conditions agreed upon between the Member and the Producer / Studio / Production House / TV Channel / Event Management Company.

(D) WICA will charge Twenty (20%) percent as dispute processing charges, from the Cinematographer including his/her Operative Cameraman / Assistants from the amounts recovered from the defaulting Producer / Studio / Production House / TV Channel / Event Management Company in case the Cinematographer including his/her Operative Cameraman/Assistants has not signed an agreement/contract/MOU with the Producer / Studio / Production House / TV Channel / Event Management Company or has not

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registered the said project with WICA or has not registered e-mail received/sent to the producer stating all the terms and conditions agreed upon verbally between the Member and the Producer / Studio / Production House / TV Channel / Event Management Company.

(E) In cases of disputes between the WICA Fellow Members / Co-Members, the Dispute Processing Charges of (5%) Five Percent of the disputed amount will be levied / charged to Both Members.

[33] CODE OF CONDUCT:

(i) The members of Western India Cinematographers' Association will accept assignment or service contracts only from the bonafide members of the Association of the Producers or Employers such as IMPPA, AMPTPP, WIFPA or GUILD etc, affiliated to the Film Federation of India and other bodies and duly recognized by the Federation of Western India Cine Employees (FWICE).

(ii) A detailed book on the "CODE OF CONDUCT" is available at the Association office for all WICA members; to refer to and to adhere to its conditions. The book is available free of charge.

[34] AGREEMENT / CONTRACT / M. O. U.:

Members must insist on a proper contract or an Agreement before the commencement of any project. It is in the interest of all members to have at least a MOU, if not a regular Contract or an Agreement, so in case if any dispute arises with the Producer/Employer, the Association will be in a better position to recover the disputed amounts/dues from the defaulting Producers, Employers, Corporate Production Houses, Advertising Agencies, Event Management Companies and Television Channels.

- A Format of the WICA Agreement / Contract is available in the Association office for all eligible members at nominal charges.

[35] GENERAL:

Our Association is affiliated to the Federation of Western India Cine Employees (FWICE).

- It is pointed out to all the members, that whenever the Federation issues any of its Directives to Suspend / Stop or Resume work, this applies to all the categories of workers, including the members of WICA, whether employed on permanent basis or on a contractual basis or on daily wages.
- The Federation's directives are issued only after proper study on the legal and other complications aspects involved. Any threats therefore, such as that of dismissal or suspension from the job, which the employer or producer may make are incorrect and the Federation will defend its actions legally.
- It is very essential to have a WICA Membership Card on the person at all times, while shooting on any set; in any Studio or on any Location whether indoor or outdoor.

Membership cards may be obtained from the Association after supplying two stamp sized photographs i.e. 1 ½" x 1" and against the payment of a small fee prevailing at that time.



Manohar Aney
GENERAL SECRETARY

प्रमाणित प्रत

8/1/2015
संयोजक
श्रमिक संघ, कोकण विभाग
मुंबई
पृष्ठ क्र

Prabh
Amis
Yezaira
ADG
K.R. Singh

Manohar Aney