



Public Services Association of Trinidad and Tobago

SECTION MONTHLY REPORT TO GENERAL COUNCIL

for the month of _____ 20____ from _____ Section _____

1. Section Activity:

- a) Committee Meetings Held: _____ b) General Meetings Held: _____ c) JCC Monthly Meetings Held: _____
- d) Other Meetings Held: _____
(Attach Details) _____
- e) No. Grievances Received: _____ f) No. Grievances Resolved: _____ g) No. of Grievances Ref. to Executive: _____
- h) Bulletins Issued: _____ No. _____ Matters Dealt With: (Attach Details): _____
- i) Fund Raising Activity: (Y/N): _____ j) Funds Raised: \$ _____ k) Funds to Executive: \$ _____

2. Recruitment Activity:

- a) No. Members Recruited: _____ b) No. Members Leaving: _____
- c) Problems in Recruitment: _____

3. Matters for Attention of General Council:

Indicate for Noting, Decision, etc.

- a) Matters: 1. _____ for _____
(Attach Details) 2. _____ for _____
- 3. _____ for _____
- 4. _____ for _____

Section Representative _____