

PART II.

COLLECTION OF CONTRIBUTIONS.

ISSUE, CUSTODY, AND DISPOSAL OF
UNEMPLOYMENT BOOKS, &c.*Provisions as to Obtaining and Custody of
Books, &c.*

3.—(1) Every person who is required by the Act to be or to become an insured contributor shall obtain from a Local Office, or in such other way as the Minister may direct, an unemployment book, and shall sign the book forthwith in the space provided for the purpose.

Provided that any person who was insured under the repealed Acts shall not, unless the Minister otherwise directs, be required to obtain for the insurance year 1920–21 an unemployment book under this Regulation, if he has already obtained an unemployment book for that insurance year in accordance with the Regulations made under the repealed Acts.

(2) An insured contributor on obtaining a book in accordance with these Regulations shall be responsible for the custody of the book until it is delivered to an employer or to a Local Office in accordance with these Regulations.

(3) Every employer of an insured contributor shall, immediately after the date of the engagement, or in the case of an employed person required to become an insured contributor by reason of attaining the age of 16, immediately after he attains that age, or in the case of an employed person required to become an insured contributor at the date of the commencement of the Act, immediately after that date, obtain from the insured contributor a book then current, and it shall be the duty of the insured contributor to deliver or cause to be delivered his book to the employer accordingly.

Provided that where at the time of engagement an insured contributor's book is lodged at a Local Office, the employer shall be held to have complied with this Regulation as soon as he has obtained from the insured contributor the receipt for such book duly issued by the Local Office and has despatched it to that Local Office with a view to obtaining the book.

Provided also that where, in response to an application for a book properly made by an insured contributor, a book is issued by a Local Office direct to his employer, the requirements of sub-sections (1) and (3) of this Regulation shall be deemed to have been satisfied.

(4) The employer on obtaining the book shall become responsible for the custody of the book so long as the employment continues, or till the book is returned to the insured contributor or delivered to the Local Office in accordance with these Regulations.

(5) The person for the time being responsible for the custody of the book in accordance with these Regulations shall produce it for inspection at any reasonable time when required to do so by an Inspector appointed for the purposes of the Act and, if so required by the Inspector, shall deliver up the book to the Inspector who may, if he thinks fit, retain the book.

*Right of Insured Contributor to Inspect Book in
Custody of Employer.*

4. If any insured contributor desires to inspect his book while it is in the custody of the

employer, the employer shall, subject as herein-after mentioned, give him a reasonable opportunity of so doing either within or immediately before or after working hours.

Provided that no insured contributor shall be entitled by virtue of this provision to inspect his book more than once in any one month nor except at such time as may be fixed by the employer for the purpose.

*Disposal of Book on Termination of Employment
otherwise than by Death of Insured Con-
tributor, &c.*

5.—(1) On the termination of the employment of any insured contributor for any cause other than his death or on contributions ceasing for any cause to be payable in respect of him under the general provisions of the Act, the employer shall forthwith return the book to the insured contributor without any note or mark of any kind made in, affixed to, or impressed on it, other than any such mark as is required for the purpose of cancelling in accordance with these Regulations any stamp affixed to the book.

(2) The insured contributor on the termination of his employment shall apply to the employer for the return of his book, and on the book being returned to him, shall give to the employer, if he demands it, a receipt for the book.

(3) An employer shall comply with any directions which may be given by the Minister as to the return to an insured contributor of his book at any other time than on the termination of his employment.

(4) Subject to any directions of, or Regulations made by the Minister, the insured contributor to whom a book is returned under the foregoing provisions shall, if he is unemployed or if for any other reason contributions cease to be payable in respect of him under the general provisions of the Act, forthwith deliver the book to a Local Office, there to be retained till contributions again become or are about to become payable in respect of him under the general provisions of the Act.

(5) If for any reason the book is not returned to the insured contributor in accordance with Regulation 5 (1) on the termination of his employment or on contributions ceasing for any other reason to be payable in respect of him under the general provisions of the Act, the employer shall, as soon as may be, deliver the book to a Local Office provided that nothing in this sub-section shall relieve the employer of his obligation to comply with Regulation 5 (1).

*Disposal of Book on Death of Insured
Contributor.*

6. On the death of an insured contributor the employer, if the book is then in the custody of the employer, or if the book is not then in the custody of the employer, the insured contributor's representative, whether legally so constituted or not, shall forthwith deliver the book to a Local Office.

Miscellaneous Provisions as to Books.

7.—(1) A book shall be issued without charge to a person properly applying for a book, and when issued shall remain the property of the Minister.