

**BYLAW 5**  
**THE COMMERCIAL OPERATIONS BYLAW**  
**UNIVERSITY OF TORONTO ENGINEERING SOCIETY**

ADOPTED: March 28, 2013  
LAST REVISED: August 22, 2017



## CHAPTER 0 - GENERAL

### 0.0. General

- 0.0.1. The Society may, from time to time, institute commercial operations.
  - a. These Operations shall provide services or goods to students.
- 0.0.2. All Operations of the Society shall be conducted on a not-for-profit basis.
- 0.0.3. Any surplus from a previous year must be used to improve the Operation which earned it.

## CHAPTER 1 - MANAGEMENT

### 1.0. Managers

- 1.0.1. Each commercial operation shall have two (2) Managers.
- 1.0.2. Managers shall be Project Directors, as laid out in Bylaw 2.
- 1.0.3. Where Bylaw 2 allows for only one Manager to be a Director, that Director position may be filled by either Manager.
- 1.0.4. The Managers shall be responsible for the security of the property and premises of the Operation.

## CHAPTER 2 - FINANCIAL RECORDS

### 2.0. Financial Records

- 2.0.1. The Managers shall be responsible for the maintenance of the financial records of the Operation.
- 2.0.2. These records shall be open to the scrutiny of any Member upon request.
- 2.0.3. The Managers shall report on the Operation's financial position to the Vice-President Finance on a monthly basis.
- 2.0.4. Unless otherwise specified, the Managers shall submit detailed reports monthly to the Vice-President Finance. Further, the Managers will send updated reports as required within two (2) weeks following May 31 for purposes of the Society's audit.



## CHAPTER 3 - ENGINEERING STORES

### 3.0. Engineering Stores

- 3.0.1. There shall be an Engineering Store, to be known as “Engineering Stores”.
- 3.0.2. Stores shall sell school supplies, clothing, and other goods in support of the Society’s activities.
- 3.0.3. Stores shall maintain a bank account separate from that of the Society.
- 3.0.4. The Signing Officers of the account shall be the President, the Vice-President Finance, and the Stores Managers. Two (2) signatures of the Signing Officers, with at least one (1) Officer of the Society, shall be required on any financial document.

## CHAPTER 4 - SUDS

### 4.0. Suds

- 4.0.1. There shall be an Engineering pub, to be known as “Suds”.
- 4.0.2. Suds shall be operated in accordance with the regulations of the Alcohol & Gaming Commission of Ontario.
- 4.0.3. Suds Managers shall be aware of the regulations set out by Campus Beverage Services, as well as the consequences of any non-compliance.

## CHAPTER 5 - HARD HAT CAFÉ

### 5.0. Hard Hat Café

- 5.0.1. There shall be an Engineering Cafeteria, to be known as the “Hard Hat Café”.
- 5.0.2. The Cafeteria shall sell reasonably priced food and beverages according to the needs of the members.
- 5.0.3. The Cafeteria shall not directly compete with the vending machines, located in the Sanford Fleming Atrium, run by other student organizations.
- 5.0.4. The Signing Officers of the account shall be the President, the Vice-President Finance, and the Cafeteria Managers. Two (2) signatures of the Signing Officers, with at least one (1) Officer of the Society, shall be required on any financial document.
- 5.0.5. The Engineering Society shall be responsible for obtaining and/or renewing applicable license(s) annually or otherwise, as required for the unobstructed operation of the Hard Hat Café and full compliance with applicable laws, rules, and regulations.

## APPENDIX

The following changes were made from the previous version (Revised on August 22, 2017):

1. Revised Bylaw 5 as per July 2017 Special BoD Meeting decision