**BYLAW 5**

**THE COMMERCIAL OPERATIONS BYLAW**

**THE UNIVERSITY OF TORONTO ENGINEERING SOCIETY**

ADOPTED: March 28, 2013

1. GENERAL
   1. General
      1. The Society may, from time to time, institute commercial operations.
         1. These Operations shall provide services or goods to students.
      2. All Operations of the Society shall be conducted on a not-for-profit basis.
      3. Any surplus from a previous year must be used to improve the Operation which earned it.
2. MANAGEMENT
   1. Managers
      1. Each commercial operation shall have two Managers.
      2. Managers shall be Project Directors, as laid out in Bylaw 2.
      3. From the elected Managers, the Vice-President Finance shall select one Finance Manager and one Operations Manager.
      4. Where Bylaw 2 allows for only one Manager to be a Director, that Director position may be filled by either Manager.
      5. The Managers shall be responsible for the security of the property and premises of the Operation.
      6. The Managers shall not undertake any course of action not specifically listed in this Bylaw without authorization from the Board of Directors.
3. FINANCIAL RECORDS
   1. Financial Records
      1. The Operation Managers shall be responsible for the maintenance of the financial records of the Operation.
      2. These records shall be open to the scrutiny of any Member upon request.
      3. The Managers shall report on the Operation’s financial position to the Vice-President Finance on a monthly basis.
      4. The Managers shall submit detailed reports as may be necessary for the Society’s audit to the Vice-President Finance within two weeks following 31 May.
4. ENGINEERING STORES
   1. Engineering Stores
      1. There shall be an Engineering Store, to be known as “Engineering Stores”.
      2. Stores shall sell school supplies, clothing, and other goods in support of the Society’s activities.
      3. Stores shall maintain a bank account separate from that of the Society.
      4. The Signing Officers of the account shall be the President, the Vice-President Finance, and the Stores Managers, two signatures of which, and at least one Officer of the Society, shall be required on any financial document.
5. SUDS
   1. Suds
      1. There shall be an Engineering pub, to be known as “Suds”.
      2. Suds shall be operated in accordance with the regulations of the Alcohol & Gaming Commission of Ontario.
      3. Suds Managers shall be aware of the regulations set out by Campus Beverage Services, as well as the consequences of any non-compliance.
6. HARD HAT CAFÉ
   1. Hard Hat Café
      1. There shall be an Engineering Cafeteria, to be known as the "Hard Hat Café".
      2. The Cafeteria shall sell reasonably priced food and beverages according to the needs of the members.
      3. The Cafeteria shall not directly compete with the vending machines, located in the Sanford Fleming Atrium, run by other student organizations.
      4. The Signing Officers of the account shall be the President, the Vice-President Finance, and the Cafeteria Managers, two signatures of which, and at least one Officer of the Society, shall be required on any financial document.
      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.