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LETTERS TO BRANCHES

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GENERAL

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Liaison Meetings with CWU Group MPs

The first meeting with CWU Group MPs has now been arranged for the 2007 Parliamentary Session and, for your information, listed below is the date of that meeting and those nominated to attend:

20 February 2007

Maria Exall, Beryl Shepherd, Peter Keenleyside and a representative from the North West Regional Political Committee.
Billy Hayes
General Secretary

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General Conference 2007 – Obituary List

It is the practice to include in the Annual Conference Agenda a reference to those members who have served the Union in many different capacities and who have sadly died since the previous Annual Conference. Please let us know the names of those members of your Branch whom you wish to have included in the Obituary List.

Following the decision of the National Executive Council, the Obituary list to be published in the General Conference Agenda shall include the names of all members who have died in the previous twelve months, as notified by branches.

To enable the list to be prepared for inclusion in the Agenda all names must be received no later than **9 March 2007**. Unfortunately, any names received after this date will not be able to be included. Notification should be either by letter addressed to **Carmel McCudden** at Headquarters or by email to **cmccudden@cwu.org**

Information supplied should include initials, surname and branch.

Any queries on this paragraph should be addressed to Carmel McCudden, CWU Headquarters.

Tony Kearns
Senior Deputy General Secretary

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National Executive Council, National Officer & National Representative Elections – 2007

The NEC has agreed the election timetable and regulations for the 2007 NEC Elections. As in 2006 the Telecom & Financial Services Industrial Executive, Postal Industrial Executive, Clerical Assistant Secretaries, COOC and OAOOC elections will be held simultaneously.

In addition to the above elections the NEC has also agreed that the elections for the Senior Deputy General Secretary, National Organising Secretary and Assistant Secretary – Clerical & Cash Handling (all due for election under the five year rule) will be held at the same time.

The timetable for the elections is as follows:

Nominations Open: **19 February 2007**
Nominations Close: **12 March 2007 (14.00)**
Accept Nominations: **16 March 2007 (14.00)**
(PTS, Eng & Clerical only)
Despatch of Ballot Papers: **10 April 2007**
Close of Ballot: **2 May 2007 (first post)**
Result: **11 May 2007**

The Election Regulations stipulate that a copy of the regulations for the elections must be distributed to all branches in advance of the nomination process. A copy of each of the Election Regulations is therefore enclosed and I would be grateful if you could ensure that these are brought to the attention of the membership.

The regulations will also be published on the CWU website and a copy will be issued to all candidates nominated to stand in the elections.

NEC Elections – Prize Draws

Branches will be aware that in 2006 we received several enquiries in relation to prize

draws being organised as an incentive to members to participate in the NEC elections and in response we published LTB 261/06, which reminded branches of the unions position in relation to this matter.

In order to avoid any further misunderstanding regarding this issue the NEC has decided that clear and specific instructions will be issued to branches in 2007 in relation to this to make certain that we remain compliant with the relevant legislation governing statutory elections of this kind.

Prior to issuing these instructions we will of course be seeking advice and guidance from the Independent Scrutineer appointed to oversee the NEC elections and once this has been received then further information will be issued to branches.

Any enquiries regarding the elections should be addressed to Steve Baguley, National Organising Secretary, CWU, 150 The Broadway, Wimbledon, SW19 1RX.

Steve Baguley
National Organising Secretary

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National Representative Elections 2007 (Postal Executive, Telecoms and Financial Services Executive, OAOOC, COOC & Clerical Assistant Secretaries)

Election Regulations

1. These regulations have been determined by the National Executive Council in accordance with the Rules of the Union to govern the election of National Executive Council members and National Representatives positions. The election will take place in Spring 2007 and the successful candidates will take up office following Annual Conference 2007 for a period of one year.

2. Nominations open on **19 February 2007**. The National Organising Secretary will provide formal notice of when the election will take place.

3. Where Branches are entitled to nominate

only a member from their own Branch, nomination forms will be supplied to all Branches who request them in writing. Completed nomination forms giving the biographical details, election address and a recent photo for the Branches candidate must be received by **14.00 on 12 March 2007** at **CWU Head Office**. Any nominations received after that date will not be accepted. Each Branch will be sent a letter confirming receipt of nomination forms.

4. Where Branches are entitled to nominate members from Branches other than their own, nomination forms will be distributed direct to these Branches for completion and return to **CWU Head Office** by **14.00 on 12 March 2007**. Members who are nominated as a candidate will be sent a letter confirming receipt of a nomination, and the appropriate forms to be completed giving their biographical details and the election address. Completed forms for biographical details and the election address, together with a recent photograph must be received by **14.00 on 16 March 2007** by the **National Organising Secretary** CWU, 150 The Broadway, Wimbledon, London SW19 1RX. Any biographical details or election addresses or photographs received after that date will not be accepted.

5. All candidates shall have the right to prepare an election address of not more than 300 words and to submit a recent photograph. The content of the election address is the responsibility of the individual candidate and the Union will not be held responsible for any defamatory or libellous statements contained in the address.

6. The biographical details, election address and individual photographs for all candidates will be published and distributed with the ballot papers to all relevant members. Other than Branch publicity restricted to the membership of their individual Branch any other publicity or canvassing such as handouts, posters etc. for any or all candidates will be the responsibility of the individual candidate who shall fund any such publicity.

7. The method of recommending support for candidates to its own Branch members will be a matter for each Branch. No Branch Officer or other workplace representative shall have any responsibility for the circulation of publicity for any candidate other than the candidate recommended by the Branch. All material produced by the Branch must include the name of the Branch and the printers name and address where appropriate.

8. The Independent Person, in accordance with all legislation, designated as the printer of all ballot material is under instruction to refer any request from a candidate or Branch to undertake printing on their behalf, to the Independent Scrutineer and General Secretary. Printing for a Branch, or candidate, can only be undertaken by the Independent Person with the written authority of both the Independent Scrutineer and the General Secretary.

9. Candidates may not use information held by the union on its national records for workplace or home addresses for members for the purposes of distributing any publicity material. Any complaint that a member has used such information may be investigated by the Independent Scrutineer, and if as a result, the complaint is upheld, may take appropriate action in accordance with para.18 of these Regulations.

10. Voting will be by individual member by the marking of a ballot paper by the member entitled to vote. The ballot will be fully Postal in accordance with current legislation.

11. Each member entitled to vote shall be allowed to do so without interference, constraint or undue pressure, in secret, and so far as is reasonably practicable, without incurring any direct cost to the member

12. So far as is reasonably practicable, all members entitled to vote will receive a ballot paper at the address notified in writing to the CWU. The ballot papers will be dispatched, so far as is reasonably practicable, from **10 April 2007**. For votes to be valid, members must mark the ballot paper in accordance with the instruction, and return it sealed in the prepaid envelope provided to the address nominated by the Independent Scrutineer and appearing on the envelope.

13. All eligible members included in the Register maintained by the Union as at **9 March 2007** are entitled to vote. Whilst every effort will be made so far as is reasonably practicable to ensure that each member will receive a ballot paper through the post, the requirement of the security of the ballot prevents the issue of a second ballot paper to a member in any circumstance.

14. The last time for receipt of ballot papers at the address nominated by the Scrutineer will be first post **30 April 2007**. Any ballot papers received after that time will not be counted.

15. Returned ballot papers will remain unopened in their envelopes until the close of ballot. Two lay CWU members (who do not hold any elected or appointed position) will be selected as observers. The Observers together with the National Organising Secretary will attend the start of the count of the ballot papers. Their sole responsibility will be to ensure that the envelopes are unopened prior to the commencement of the count, after which the Scrutineer shall arrange to count the number of valid votes cast for each candidate. The Scrutineer will declare the results of the election on **2 May 2007** or as soon as possible thereafter.

16. The CWU is committed to free and democratic elections and will actively oppose racism and sexism and all forms of discrimination based on race, creed, religion, age, disability, sex or sexual orientation in industry, the Union and Society. Members and candidates must not behave in a discriminatory manner or circulate any material that may be offensive to any other member or candidate.

17. No full time officer of the Union as defined under the rules, shall publicly endorse, at any official Union organised meeting or conference or in writing, any candidate for election.

18. A member, candidate or Branch may make a complaint regarding the ballot on the grounds that there has been a breach of Union Rules or of these Regulations. The complaint must be submitted in writing to the Independent Scrutineer no later than four weeks of the declaration of the results. The Scrutineer shall investigate the complaint, and if as a result, the complaint is upheld may declare the election void or the election of any particular person void or any appropriate candidate disqualified. In addition they may invalidate any vote or any number of votes previously counted, or include any vote or any number of votes not previously counted and thereby re-determine the results of the election. The decision of the Scrutineer shall be final and binding.

19. These Regulations shall be distributed to all Branches in advance of the nomination process for the purpose of being brought to the attention of the membership. The Regulations shall be sent to each candidate on receipt of their nomination, and to any other individual member who applies to either the Union or to Electoral Reform Services Limited.

20. Any matter not covered by the Rules of the CWU, or by a decision of the NEC prior to the ballot, shall be determined by the Scrutineer.

21. The Scrutineer appointed in accordance with the Trade Union and Labour Relations Act 1992, as amended, shall be Electoral Reform Services Limited, The Election Centre, 33 Clarendon Road London N8 ONW. In addition to carrying out duties in accordance with the Act, the Scrutineer shall make whatever enquiries or investigations they consider appropriate in order to ensure that, as far as possible, the ballot has been carried out in accordance with these Regulations. The decision of the Scrutineer on any matter in these Regulations shall be final.

CWU National Executive Council and National Representative Elections 2007 - Candidates Guidelines

Please Note: That in line with the policies of the union, where they have not already done so all candidates will be required to undertake CWU Equality & Diversity training.

Candidates Guidelines

Each member nominated, as a candidate will be entitled to complete the appropriate forms giving the following biographical information, up to a maximum of 100 words, for inclusion in the booklet sent to every member with their ballot paper.

- Branch
- Date started employment relevant to CWU
- Date of joining CWU (or relevant predecessor union)
- Job Title

- Union Record/Other relevant service to the Union and Labour Movement
This should include information on positions held in Branch, District, Region NEC etc. together with appropriate dates and information on representation at Conferences e.g. TUC, PTTI, C.I. UNI, membership of other unions, political parties, any education or training relevant to this election.

Election Address

Each candidate is entitled to submit an election address of up to 300 words. Words in excess of 300 will be deleted after the 300th word. The election address can be submitted on disc or by email to pmetcalfe@cwu.org The preferred format for this is **MS Word**.

Alternatively the election address should be typed or written in clear manuscript and signed by the candidate when submitting to the union. Please do not send photocopies to avoid misreading of your statement. Any errors will be reproduced – so proof read your text carefully prior to submitting it.

Use of formats such as underlining, text in bold, bullet points etc. may be used and it is the responsibility of the candidate to ensure that any instructions regarding the layout are clear.

The CWU cannot take any responsibility for text that cannot be read, or instructions on layout that cannot be understood.

Photograph

Each candidate is entitled to submit a recent photograph that will be printed with the election address. The photograph should be black and white and have head and shoulders of the candidate only. Photographs containing more than one person are not acceptable, and will not be printed in the booklet. Candidates should note that black and white photographs will reproduce to a higher quality in the booklet, and the CWU cannot take any responsibility for inferior quality if a colour photograph is supplied. Photographs must be received by the CWU by the appropriate closing date for acceptance of nominations and cannot be returned after the ballot.

Please note: Instructions to refer to those printed in previous years, photocopies of a previous election address or extracts cut out from printed copy in previous elections, including photographs, are not acceptable, and only the submissions received for this election will be printed.

In accordance with current legislation, the CWU shall secure that no modification is made to any election address other than where it is necessarily incidental to the method adopted for producing the copy.

Any enquiries regarding the elections should be addressed to Steve Baguley, National Organising Secretary, CWU, 150 The Broadway, Wimbledon, SW19 1RX.

Steve Baguley
National Organising Secretary

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Election of Senior Deputy General Secretary, National Organising Secretary & Assistant Secretary – Clerical and Cash Handling

Election Regulations – Spring 2007

1. These regulations have been determined by the National Executive Council in accordance with the Rules of the Union to govern the election for the CWU Senior Deputy General Secretary, National Organising Secretary and Assistant Secretary – Clerical & Cash Handling. The election will take place in conjunction with the NEC and National Representative elections in Spring 2007 and the successful candidates will take up office on **1 July 2007** for a period of five years.

2. Nominations open on **19 February 2007**. The National Organising Secretary will provide formal notice of when the election will take place.

3. All eligible Branches shall be sent a nomination form for this election. All branch nominations must be agreed at properly constituted Branch meetings. Each Branch shall return nomination forms to the **National Organising Secretary**, CWU to arrive no later than **14.00 on 12 March 2007**. Nominations received after that date will not be accepted. Each Branch shall be responsible for the correct completion of the nomination form. Further copies of the nomination form may be applied for from The National Organising Secretary.

4. Members who are nominated as a candidate will be sent a letter confirming receipt of a nomination, and the appropriate forms to be completed giving their biographical details and the election address together with a copy of these Regulations. Acceptance of nomination and completed forms for biographical details and the election address, together with a recent photograph must be received by **14.00 on 16 March 2007** by the **National Organising Secretary** CWU, 150 The Broadway, Wimbledon, London SW19 1RX. Any biographical details or election addresses or photographs received after that date will not be accepted.

5. Each candidate must receive the nomination of five Branches by the close of the nomination period in order to be eligible for election. The five nominations must include the nomination of the candidate's own Branch.

6. Only candidates will be entitled to contact the National Organising Secretary during the nomination period and ask whether 5 Branches have nominated them. Candidates will only be entitled to ask about their own nominations.

7. The National Organising Secretary will receive the Branch nominations each candidate will be entitled to choose which five nominations are published. This list of nominations will also be published with the personal statement/biography outlined in Rule 9.7.7

8. The full list of all Branch nominations

received will be published in alphabetical order to all the unions Branches via a Letter to Branches (LTB). Candidates shall undertake not to include the full list of their nominating Branches in their election address, and the National Organising Secretary may delete any list, which is included in the election address.

9. Each candidate shall have the right to prepare an election address of not more than 500 words and to submit a recent photograph. The National Organising Secretary shall delete words in excess of 500. The content of the election address is the responsibility of the individual candidate and the Union will not be held responsible for any defamatory or libellous statements contained in the address.

10. The election addresses and individual photographs for all candidates will be published and distributed with the ballot papers to all members. Other than Branch publicity restricted to the membership of their individual Branch any other publicity or canvassing such as handouts, posters etc. for any or all candidates will be the responsibility of the individual candidate who shall fund any such publicity.

11. The method of recommending support for candidates to its own Branch members will be a matter for each Branch. No Branch officer or other workplace representative shall have any responsibility for the circulation of publicity for any candidate other than the candidate recommended by the Branch. All material produced by a Branch must include the name of the Branch and the printer's name and address where appropriate.

12. The Independent Person, in accordance with all legislation, designated as the printer of all ballot material is under instruction to refer any request from a candidate or Branch to undertake printing on their behalf, to the Independent Scrutineer and General Secretary. Printing for a Branch, or candidate, can only be undertaken by the Independent Person with the written authority of both the Independent Scrutineer and the General Secretary.

13. Candidates may not use information held by the union on its national records for workplace or home addresses for members for the purposes of distributing any publicity material. Any complaint that a member has used such information may be investigated by the Independent Scrutineer, and if as a result, the complaint is upheld, may take appropriate action in accordance with para.22 of these Regulations.

14. Voting will be by individual member by the marking of a ballot paper by the member entitled to vote. The ballot will be fully postal in accordance with current legislation.

15. Each member entitled to vote shall be allowed to do so without interference, constraint or undue pressure, in secret, and so far as is reasonably practicable, without incurring any direct cost to the member.

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paper at the address notified in writing to the CWU. The ballot papers will be dispatched, so far as is reasonably practicable, from **10 April 2007**. For votes to be valid, members must mark the ballot paper in accordance with the instruction, and return it sealed in the prepaid envelope provided to the address nominated by the Independent Scrutineer and appearing on the envelope.

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21. No full time officer of the Union as defined under the rules, shall publicly endorse, at any official Union organised meeting or conference or in writing, any candidate for election.

22. A member, candidate or Branch may make a complaint regarding the ballot on the grounds that there has been a breach of Union Rules or of these Regulations. The complaint must be submitted in writing to the Independent Scrutineer no later than four weeks of the declaration of the results. The Scrutineer shall investigate the complaint, and if as a result, the complaint is upheld may declare the election void or the election of any particular person void or any appropriate candidate disqualified. In addition they may invalidate any vote or any number of votes previously counted, or include any vote or any number of votes not previously counted and thereby re-determine the results of the election. The decision of the Scrutineer shall be final and binding.

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CWU Senior Deputy General Secretary, National Organising Secretary & Assistant Secretary - C&CH (2007) – Candidates Guidelines

Please Note: That in line with the policies of the union, where they have not already done so all candidates will be required to undertake CWU Equality & Diversity training.

Candidates Guidelines

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Alternatively the election address should be typed or written in clear manuscript and signed by the candidate when submitting to

the union. Please do not send photocopies to avoid misreading of your statement. Any errors will be reproduced – so proof read your text carefully prior to submitting it.

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Please note: Instructions to refer to those printed in previous years, photocopies of a previous election address or extracts cut out from printed copy in previous elections, including photographs, are not acceptable, and only the submissions received for this election will be printed.

In accordance with current legislation, the CWU shall secure that no modification is made to any election address other than where it is necessarily incidental to the method adopted for producing the copy.

Any enquiries regarding the elections should be addressed to Steve Baguley, National Organising Secretary, CWU, 150 The Broadway, Wimbledon, SW19 1RX.

Steve Baguley
National Organising Secretary

EQUAL OPPORTUNITIES

29

Harassment Complaints Database: Union Policy

Branches are again reminded of the need to fill in the Harassment Complaints Database (HCD) Forms, as illustrated in LTB 450/04.

Please ensure that all reps have a copy of LTB 450/04 as it contains useful guidance as well as the form itself. Branches may also find LTB 289/04 useful which contains information on the Harassment Helpline and the Harassment Advice Network as well as the HCD. The completion of the HCD forms is part of our agreement with the Equal Opportunities Commission and is, therefore, CWU policy. (the full agreement can be found in LTB 292/04).

The Equal Opportunities Commission

has raised concerns with us regarding the completion rate, which we need to address, otherwise we will fall foul of the agreement. Therefore, please ensure that any complaint raised with branch reps by members that involves possible harassment should be notified to HQ via these forms.

We appreciate that this will add to an already busy work schedule for those reps that have the responsibility for completing them, but there is no scope for non-compliance. We must accept that this will become an accepted culture in terms of harassment reporting.

The data that will come through to HQ will be vital in enabling us to analyse and identify any obvious patterns where problems exist.

We extend our appreciation to all those branches already complying with the policy and look forward to the co-operation of all branches in this matter. Any enquiries regarding this paragraph please contact Michèle Emerson at CWU HQ.

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Mandatory Equality & Diversity Training

Branch secretaries are requested to ensure that any person in their branch who has CWU rep responsibilities and has not yet completed their mandatory Equality & Diversity training are enrolled in the courses that are planned throughout the regions in the forthcoming months.

All reps must do the training – this includes divisional reps, area reps, unit reps and branch officers. For clarification on dates please contact either your regional secretary.

The training has been running now for over three years and there are still a substantial number of reps who have not completed the training. Your co-operation in this matter is greatly appreciated. Equal Opportunities Department.

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Equality Conference Audit

Branches will be aware that those of you who have not sent a delegate to any of the CWU Equality Conferences over a 3-year period have been written to asking for an explanation as to why this is the case.

The department thanks the many branch secretaries who have responded positively outlining plans to make progress in these areas. Those branch secretaries who have not replied to the letter will shortly be receiving a letter from the general secretary and we advise you all to get your replies in as soon as possible.

For your information the LGBT and Disability Conferences have been very well attended but there were still a considerable number of CWU branches who did not attend.

The Women's Conference and Black Workers' Conference have been advertised via LTBs and the *Voice* and we hope to see an marked increase in branches attending these conferences too.

Equal Opportunities Department.

HEALTH AND SAFETY

32

New Health and Safety Minister

Health and Safety Minister Lord Hunt, the Parliamentary Under Secretary at the DWP moved to the Department of Health on 5th January to take up a new Post as Minister of State at the Department of Health and become Government Spokesperson for Health. Lord McKenzie of Luton has subsequently been appointed as Parliamentary Under Secretary at the DWP replacing Lord Hunt and will pick up the health and safety ministerial brief.

He is the former leader of Luton Council and was a Chartered Accountant before going into politics where he unsuccessfully contested Luton South at the 1987 and 1992 general elections, losing a cliff-hanger at the 1992 general election by 800 votes to the Conservatives when he polled 25,101 votes to the Tory Candidates 25,900. Luton South was subsequently won by Margaret Moran for Labour in 1997 and retained at the last two elections in 2001 and 2005, a lot of the groundwork being done by Bill McKenzie who is a former member of the GMB Union.

All enquiries concerning the above should be addressed to Dave Joyce National Health, Safety & Environment Officer.

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Fork Lift Trucks – HSE Issues Warning of Dangers Following Prosecution of Manchester Company

The HSE has issued a warning reminder to all companies regarding the dangers forklift trucks can pose in the work place after the near fatal injury of an employee of the Droylsden, Manchester company, Centura Foods Ltd, part of the RHM Group, who were fined a total of £60,000 and ordered to pay £5,724 costs at Manchester's Minshull Street Crown Court on 21 December.

Centura Food Ltd pleaded guilty to two criminal charges brought by the Health and Safety Executive (HSE) following an accident involving a forklift truck at its premises at Fitzroy Street, Droylsden, Manchester.

On 3 May 2005, an employee Margaret Shaw (age 59) was hit by a reversing forklift truck in a warehouse on site and suffered severe injuries to her left leg and ankle.

HSE's prosecuting Inspector said that Mrs Shaw was very lucky not to have been killed. Forklift trucks and pedestrians should always be kept apart as far as possible. They are extremely heavy vehicles and can cause severe injuries. This is a particularly disappointing case since the company failed to take effective action despite several warnings from employees about the risks to pedestrians in the warehouse from forklift trucks.

Centura Foods pleaded guilty to a breach of Regulation 17 of the Workplace Health and Safety Regulations, which require the organisation of traffic movements within

premises so that pedestrians and vehicles can circulate in a safe manner and to a breach of Regulation 3 of the Management of Health and Safety at Work Regulations, which require employers to undertake suitable and sufficient risk assessments.

• The Workplace (Health, Safety and Welfare) Regulations 1992, Regulation 17(1) states: "Every workplace shall be organised in such a way that pedestrians and vehicles can circulate in a safe manner."

• The Management of Health and Safety At Work Regulations 1999, Regulation 3(1)(a) states: "Every employer shall make a suitable and sufficient assessment of – (a) the risks to the health and safety of his employees to which they are exposed whilst they are at work;"

CWU Safety Reps with Depots operating FLT's will wish to take note of this prosecution. All enquiries concerning the above should be addressed to Dave Joyce National Health, Safety & Environment Officer.

TELECOMS

34

BT Wholesale Networks: Accommodation Initiative – Manager's Instruction Pack

Attached for Branches is additional information to that published in Branch Officials' Bulletin No.47/2006, paragraph 729 which relates to the arrangements that will apply on movement between pay boundaries.

Brian Healy
Assistant Secretary

35

One IT: Infrastructure Products and the ICT Challenge

News of developments in Infrastructure Products and the ICT Challenge was given in Branch Officials Bulletin No. 44/2006, paragraph 672.

Since then, management have reported that with regards to the XJE4 group, no suitable third party suppliers have been found. In addition there is potential for further work to be allocated to that group which may require One IT to retain some or all of the current workforce. Management have committed to consulting further with the Union if there are any further developments which will be reported to Branches.

Brian Healy
Assistant Secretary

36

NTL/Telewest: Networks Operational Model Review and 2007 Budget

NTL/Telewest launched a top down review of the Networks Operational Model. The stated purpose of the review is to improve efficiency and quality by simplifying the operational structure to make it easier to deal with both internal and external customer.

The information obtained so far has the structural changes and intent as follows:

Access Network Engineering

- Combining Civils with Programmes & Support is a natural evolution of Access Network Engineering and will provide a single unified delivery function eliminating functional overlaps.
- The change will allow, through collaboration, decisions around using “in house” versus “contract” planning, administration, engineering and civil resource of not only BAU but major programmes/projects to be made.
- Provide focus on specific key deliverables in planning, engineering, civils and network administration to provide a fully integrated and cost effective delivery capability.
- Create a function that is much closer to the goal of the operational “conveyor belt” vs support.
- Combining the statutory and Regulatory and Contract Management teams will maximise the resource availability of key skill-sets/ knowledge within the group.

Core Engineering & Operations

- One team that is responsible for building and maintaining the Core network across all technologies.
- Designed to focus on achieving synergies between the old “Core”, “Platform” and “Network Operations” departments:
 - Combine remote engineers across technologies (ie a single “Headend site” Engineering team covering Voice/TV/IP technology). This maximises local ownership of equipment at remote sites, and minimises out-sourcing of Core build and maintenance where in-house capability already exists.
 - Combine various planning and support teams for Core Data Network & Internet platforms. This simplifies the approach to management of IP related infrastructure.
 - Combine “NMC” 2nd Line Operational Support and “Core/Platform” Engineering Support for each of the Voice, Data and Optical technologies. This creates clear accountability for technology areas previously split between Core, Platform and NMC teams.
- Further synergies and efficiencies will be sought within the other remaining departments now part of Core Engineering and Operations:
 - OSS
 - Broadband (mainly IP Edge) Capacity Management
 - TV Operations
 - TV Platform Engineering.

Networks & Service Management

- Evolution of the current NSM organisation plus improved directorate accountability, ownership and demarcation through redefinition of roles in the new operational model.
- Consolidation of NOCs/NMCs to realise consistency of remit, practice and process with more of a “services” perspective and

orientation to Network Management.

- Improved customer notification (change/fault/problem) through closer ties between Network Management, Problem Management and Service Management functions within the one directorate.
- Consolidated and simplified “front end” interface to Networks for internal customers and other business units.
- Consolidation of Change, Process and Reporting activities within Service Management and migration of other Operational Support activities into Core Engineering and Operations.

Access Network Operations

The new structure will:

- Improve contribution to EBITDA, growth and customer promotion by having an organisation that is closer to the customer and our colleagues.
- Rebalance the regional load of the field teams.
- Increase the focus on planning and improving the readiness of our people and improving our network by developing and deploying best technical practice, tools and support.
- Vendor management for all Networks and improve the logistics support to the operational teams.
- Enable us to work with our internal partners to ensure we are able to deliver operational efficiency, network reliability and improved customer experience.

As this unit is outside the bargaining unit, management have only provided top level figures of the resourcing impact which is of a magnitude of 200 posts across the whole of the Networks Division. It is expected that the reductions will be achieved through a combination of losses in contractor and temporary roles, with the company not ruling out redundancies where necessary.

Initially it is anticipated that there will be a reduction of around 9 posts at Level C. It is not known how many and where further reductions will come until each Director reviews each layer of the organisation which is a 10-week exercise.

Brian Healy
Assistant Secretary

37

BT Wholesale Networks: Fault Volume Reduction

The following is intended to provide further insight to the information reported in Branch Officials Bulletin No. 46/2006, paragraph 697.

To clarify certain aspects of how the fault reductions will be dealt with at the initial point of contact for Repair Handling Duty (RHD), management believe that there are efficiencies to be achieved as their initial analysis suggests that approximately 36% of manually diagnosed RHD faults do not relate to the Core Network and are dispatched to Openreach Frames.

The full impact on resourcing has yet to be

confirmed but could be up to FTE with the Edinburgh RHD teams. Management intend to expand further, 21CN diagnostic work in Edinburgh and the plan is to offer equivalent 21CN roles wherever possible, with an intended implementation schedule for February/March 2007. One further area of activity under inspection is Private Circuits and the Repeat Faults process, whereby it is assessed that approximately 20% of Private Circuit fault reports are repeat faults.

Management’s intent is to focus on the causes in order to cut the volumes. It is proposed that Customer Service, Proactive N&M and Transmission Technical Services teams will be asked to take on additional Root Cause Analysis work. The means by which this will be done is through a small amount of limited additional training on the interrogation of existing systems. This is targeted to commence in February 2007.

Subject to the known resourcing impact, any appointment/selection process management has confirmed as being by Positive Selection.
Brian Healy
Assistant Secretary

38

BT Wholesale Networks: Career Changes (ZBB Redeployees)

Attached for the information of Branches is a summary of the redeployee situation for BT Wholesale Network.

The trend in reductions continues and the Executive’s expectation is that there will be a further marked shortfall.

Brian Healy
Assistant Secretary

39

One IT: Effective Working Environment and Homeworking

The Union has been advised that One IT is reviewing the process for granting new applications for home based working. A review is being conducted which commences in January and concludes by March.

In the interim, no new applications will be approved. Management has confirmed this will have no impact on existing home workers or those that are deemed special cases under the Effective Working Environment.

Attached for the information of Branches is a copy of an internal briefing which has been released.

Brian Healy
Assistant Secretary

40

DCS and Agency Resource

The Union has been advised that there is an immediate requirement to hire some temporary agency people within the Delivery, Core Solutions Unit (NRJP3).

Furthermore, it has been stated that BT are accelerating, where possible, the 21CN delivery plan. Within this plan the key area of fibre

provision delivery is critical to enable the plan to progress.

BT Wholesale having given consideration to the overall demands of the programme, has concluded that this demand cannot be met with the existing resources. Consequently in order to meet this requirement an additional 20 FTE will be required for a period of approximately three months with a required start date of mid-January.

The work is currently undertaken by BTW C3 grades and for which BT Wholesale claim they are currently exhausting the redeployee pool in the first instance for any skills and location matches.

The response back to BT Wholesale is attached. In summary however, the company has been advised that the time and quality of the consultation if not immediate implementation of agency deployment is not good enough.

In addition that there is insufficient if not a complete absence of any supporting evidence for this course of action. Branches will be advised further of BT Wholesale's response.

Brian Healy
Assistant Secretary

POSTAL

41

Department of Works and Pensions Contract

Further to the information published in BOB 39 dated 20th October 2006 which updated Branches/Representatives on developments in respect of the above.

National negotiations have now been concluded on a Deployment Framework for the revised Department of Works and Pensions Contract which is reproduced below. The content is self-explanatory and Representatives at the locations involved should ensure that the terms are applied in local discussions.

I would like to take this opportunity to record my appreciation for Phil Browne, Postal Executive who undertook the national negotiations on my behalf, the support of Norrie Watson, Divisional Representative and the other CWU Representatives in Scotland in assisting to bring this matter to a successful conclusion.

Joint Framework for the Deployment of the Department of Work and Pensions Contract.

1. Introduction

Due to Royal Mail's success with the Department of Work and Pensions operation in Scotland a new contract has been secured to provide this service within England which will generate additional revenue for the business and secure new work for a number of Mail Centres. The operational work entails opening mail and preparing documents for government offices which will be undertaken by OPG's in secure areas similar to that of Registered Locker Enclosures.

The new contract will also see the operation currently performed in Scotland being centralised onto three Mail Centres.

2. Deployment

The new contract commences from March 2007 and will be phased in over 5 months. The details of the planned roll out are attached at Appendix A. It is possible that this schedule may alter depending on the Department of Work and Pensions in which case further communications will take place.

3. England - Involvement Process

- Local CWU representatives will be fully involved in the planning/deployment required for this new work.
- Resourcing will be in line with the Way Forward.
- Any issues in relation to the duties and attendance times will be processed in line with the IR Framework.

4. Scotland - Impact Issues

Within Scotland the operation is currently being provided at 43 Units and it is proposed to concentrate this work onto only 3 Mail Centres. It is recognised that this will lead to a number of people issues and the change will have an impact on 39 FTEs so a Preference Exercise will be carried out for the individuals affected. MTSF arrangements will apply and both parties are committed to ensure all individuals are personally spoken to regarding the exercise to assist in planning how the change can be best facilitated.

Local managers and CWU representatives will approach the individuals affected to record their preferences on the following basis.

Individual Preference Options:

- The opportunity to follow the work.
- To perform alternative work within the Unit.
- To have a buy down of hours.
- To indicate Early Voluntary Redundancy (although this remains a final option only).
- Identification of individuals covered by DDA/or who are performing this work with adjustments to their duties as a result of a disability.

Where an individual indicates that they wish to remain within the Unit on alternative work and no vacancies exist further discussions will take place at Area level to seek a solution. If these discussions are still unable to resolve any surplus then further urgent discussions will take place at national level.

A copy of the Preference Form to be used is attached at Appendix B. The aim will be to approach individuals for preferences in week commencing **8th January 2007** with completion by **12th January 2007**.

This information will be shared with the CWU at National Level week commencing **15th January 2007** to identify any potential issues.

If this timescale proves unachievable due to the seasonal break revised dates will be agreed

and communicated.

5. Training

- Training will be given prior to the introduction of the new operation.
- The details of the training to be provided will be made available from the end of January 2007.

6. Monitoring/Review

The national parties will regularly monitor and review the deployment process to ensure contract timescales are met and any operational or people concerns are resolved.

See Appendix A

Appendix B

Preference Form

Name

Gender

Address

Unit

Attendance pattern

Preference:

- Transfer with work
- Buy down of hours
- Alternative work in unit
- EVR
- Covered by DDA
- Adjustment to duty made due to disability
- Comments for consideration
- Manager to provide details of any vacancies which exist within the unit.

All enquiries regarding this paragraph should be addressed as appropriate to either Martin Collins, Assistant Secretary Indoor, quoting reference number L.840.33.

42

Mail Order Returns (MORs)

Reproduced below for the information of Branches/Representatives is LTB 040/07 that was circulated on 16th January 2007 regarding the above the content of which is self-explanatory.

Dear Colleague

Mail Order Returns (MORs)

Branches/Representatives will recall that the Union was advised last year by the business that they were undertaking a review of the current Mail Order Return Network Operations. Subsequently a LTB and BOB paragraph was circulated in June 2006, LTB 412/06 and BOB 23 refers which clarified the Union's position in relation to this issue detailed below:

Under no circumstances should any proposals regarding changes to the MOR Network be considered by any CWU representative at either the Outward Consolidation Mail Centres or Inward Concentration Mail Centres.

In addition other Units may have hourage involved in the collection/sortation/trunking operation for MOR traffic therefore the above

Appendix A

Mail Opening Unit	RM/Haden/Capita	BAFO	Final Phase One	Phase One Post Code Areas	Phase Two	Phase Two Post Code Areas
Glasgow	RM	5/3/07	1/3/07	G, ML, KA, PA	N/A	
Edinburgh	RM	5/3/07	1/3/07	EH, TD, KY, FK, PH, DD	N/A	
Aberdeen	RM	12/3/07	1/3/07	AB, IV, HS, KW, ZE	N/A	
Swansea	RM	13/8/07	1/3/07	SA	N/A	
Cardiff	RM		1/3/07	CF, NP	N/A	
Chester	RM (expanded)	11/6/07	1/3/07	LL	11/6/07	CW, WA, CH, L
Shrewsbury	RM (expanded)	28/5/07	1/3/07	LD, SY (part)	28/5/07	SY, TF
Plymouth	RM	16/4/07	1/3/07	CSA Only	16/4/07	PL, TR, EX, TQ
Preston	C	2/7/07	1/3/07	Capita off-site location at Stockport	2/7/07	BB, FY, LA, PR, SK, M, OL, BL, WN, CA, DG
Tyneside	C	2/7/07	1/3/07	Tyneview Park Capita off-site locations at Seham, Stockton and Middlesborough	2/7/07	DH, DL, NE, SR, TS
Maidstone	H (lease expiry)	26/3/07	26/3/07	CT, ME, DA	N/A	
London South	H	04/06/07	04/06/07	HA, NW, UB, SL, EC, WC, SE, SW, W, E, N	N/A	
Swindon	H	2/4/07	2/4/07	SN, RG, OX	18/6/07	GL
Gatwick	H	23/4/07	23/4/07	BN, RH, TN	N/A	
Croydon	H	23/4/07	23/4/07	CR, SM, BR, KT, TW, GU	N/A	
Chelmsford	H	7/5/07	7/5/07	CM, CO, IG, RM, SS	N/A	
Southampton	H	21/5/07	21/5/07	SO, SP, PO, BH, DT	N/A	
Bristol	H	21/5/07	21/5/07	BS, TA, BA	N/A	
Norwich	H	28/5/07	28/5/07	CB, IP, NR, PE	N/A	
Watford	H & C	11/6/07	11/6/07	AL, EN, WD, HP, SG, MK, LU	N/A	
Birmingham	C	13/8/07	13/8/07	WV, WS, DY, ST, B, CV, LE, NN	13/8/07	HR, WR
Nottingham	C	7/5/07	7/5/07	NG, DE	N/A	
Sheffield	C	23/7/07	1/3/07	Capita Off-site location at Mexborough	23/7/07	S, DN, HU, LN
Leeds	C	23/7/07	23/7/07	HG, LS, WF, BD, HD, HX, YO	N/A	
Mail Opening Unit	RM/Haden/Capita	BAFO	Final Phase One	Phase One Post Code Areas	Phase Two	Phase Two Post Code Areas
Falkirk CSA	RM	1/3/07	1/3/07	CSA	N/A	
Crewe CSA	RM	1/3/07	1/3/07	CSA	N/A	
Belfast CSA	RM	1/3/07	1/3/07	CSA	N/A	
Hastings CSA	RM	1/3/07	1/3/07	CSA	N/A	
Lytham CSA	RM	1/3/07	1/3/07	CSA	N/A	

instruction also applies.

Any attempt by local managers to pursue any change to the MOR should be processed immediately via the IR Framework including the involvement of the appropriate Divisional Representative if necessary. CWU Headquarters should also be notified immediately of the details.

I can now advise Branches that the business have recently written to the Union confirming that they are seeking to introduce a revised Mail Order Return Network operation concentrate on the Parcelforce Hub at Coventry.

A meeting is scheduled to take place on the 23rd January 2007 to discuss Royal Mail's proposal and to conclude arrangements that enable local discussions to commence that also protect the interests of all CWU members affected by this proposal. All enquiries regarding this paragraph should be addressed as appropriate to Martin Collins, Assistant Secretary Indoor, quoting reference

number L.600.56

EVENTS BULLETIN

October 2006 – June 2007: London Socialist Film Co-op Film Season.

Screenings held on second Sunday of the month from October to June 10.30 for 11 am. Screenings showing at Renoir Cinema, Brunswick Square, London WC1. Nearest tube Russell Square. Tickets cost £7.00, concessions £5.00. Discount to annual members £1.00. Tickets on sale from 10.30 am on day of screening. To book in advance tel **020 7837 1177** (12 noon to 8.00 pm) or go to www.curzoncinemas.com or visit the Box Office (12 noon to 8 pm).

Tuesday 23 January 2007: The Problem of Intimacy: Trade Unions and Labour Governments.

18.00. House of Commons, Portcullis House, Westminster. This seminar will look at the changing relationships between

the trade union movement and post-war Labour governments. What can be learnt about union-government relations today? What are the prospects for tomorrow? Speakers: Nina Fishman (University of Westminster), Geoffrey Goodman, John Cole, Chair: Hywel Francis MP. The event is free to attend. For more information and to book a place email events@unions21.org.uk

Tuesday 23 January 2007: Speak Up for Public Services Lobby.

The TUC are holding a rally and lobby of Parliament on January 23rd at Central Hall, Westminster, London. It's a chance for public service workers to join together and tell MPs that public servants want to serve the public, not shareholders or company owners. For more information visit <http://www.tuc.org.uk/speakup>

Monday 29 January 2007: Union Modernisation Fund Seminar.

To be held at Congress House 9.30 - 13.30. Unions 21 in

partnership with the TUC and the Union Ideas Network is putting together a one day seminar on the Union Modernisation Fund. Speakers include: Jim Fitzpatrick MP, Frances O'Grady (TUC), Diana Holland (T&G), David Yeandle (EEF), John Lloyd (Community/Unions 21). For more information contact **Matt Ball** on **020 7239 1224** or email **info@unions21.org.uk**

Saturday 3 February 2007: CWU Black Workers Conference. The conference will take place at the Novotel Bristol Hotel, Bristol BS1 6HY. There will be a social event at the Novotel Bristol Hotel on Friday 2 February 2007 details will be circulated nearer the time. For more information contact the **Equal Opportunities Department quoting reference 1.50.2**, email **dgittens@cwu.org**

Wednesday 7 February 2007: Working with HIV/Aids. The seminar will be held at the UCU Centre, Britannia Street London WC1 – 1.30pm - 4.15pm. More people were diagnosed with HIV in 2005 than in any previous year and more people are working with HIV than ever before. But too often ignorance and discrimination get in the way of how we deal with the issue in the workplace. Speakers include Stephen Bitti, chief Executive at the UK Coalition of People living with HIV and Aids (UKC), Catherine Caserley, Senior Legislation Adviser at the Disability Rights Commission and more. Cost: IER Subscribers and members £45.00, Trade Unions £60.00 and Commercial £120.00. For more information contact the **Institute of Employment Rights** on **0151 702 6925**.

Saturday 17 February 2007: Unite Against Fascism – Stop the BNP. National Conference – 9.30am - 5pm to be held at the TUC Conference Centre, Great Russell St, London WC1B 3LS. Speakers include Ken

Livingstone, Billy Hayes, CWU, Paul Mackney, UCU, Keith Sonnet, Unison, Gemma Tumelty, NUS, Dr Mohammed Abdul Bari, MCB, Alan Wardle, Stonewall and many more. For more information contact **020 7833 4916**.

Thursday 28 February 2007: CWU Youth Conference. Will be held at CWU Headquarters. For more information contact **Carmel McCudden** at **cmccudden@cwu.org**

Thursday 8 March 2007 – Friday 9 March inclusive: Creating Opportunities, Building Futures. For the 15th year, 4Children's Annual Conference, Creating Opportunities, Building Futures once again promises to be a high quality pivotal event. This seminal two-day event considers key issues facing the sector during this period of unprecedented reform and rapid change. For more information contact **City Reach**, 5 Greenwich View Place, London E14 9NN. Tel: **020 7512 2112** Fax: **020 75376012** Email: **Info@4Children.org.uk** or visit **http://www.4children.org.uk/events/**

Thursday 8 March 2007: TUC International Women's Day Celebration. To be held at Congress House, Great Russell Street, London, WC1B 3LS. Each year, the TUC organises an evening reception to mark International Women's Day. The opportunity is used to remember our past achievements and reaffirm our commitment to go much further. The event is for trade unionists (women in particular, although men are welcome) and representatives from partner organisations. The reception is ideal for learning more about the global struggle for women's rights, networking and having fun. For more information: **Aisha Latif**, Project Assistant, EU & International Relations Department – Tel: **020 7467 1239**; Fax: **020 7467 1343**; or **alatif@tuc.org.uk**

24 March – 7 April: 2007: Anti-Fascist Fortnight. Delivering Hope not Hate.

The CWU are pleased to bring to branches attention details of the Anti-Fascist Fortnight, which is a campaign to show our opposition to the BNP. The campaign is being orchestrated by Searchlight. For more information contact **Dionne Gittens** on **020 8971 7356** or **dgittens@cwu.org**

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If you have anything for the events bulletin page please send your contribution to:

Marcia Murray
CWU
Communication Department
150 The Broadway
Wimbledon
SW19 1RX
Tel: **020 8971 7497**
Email: **mmurray@cwu.org**

Details must arrive nine days before publication and must include a contact phone number, brief summary of the event, email and website address. Listings are free, but inclusion is not guaranteed.

<p>Eugenie Carruthers, who was a Bristol committee member for a number of years, attended the Black Workers Conference as a delegate on a number of occasions, sadly died on 29th December 2006, at the age of 54. Dickie Walters Assistant Secretary – CWU Bristol</p>
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