

GENERAL

No items this week

EQUAL OPPORTUNITIES

- 549** Harassment Complaints Database: Union Policy
- 550** Mandatory Equality & Diversity Training
- 551** Amendment to CWU Maternity Pack

HEALTH AND SAFETY

- 552** Royal Mail Wheeled Container Repair Process (Other than York & Mini-York Containers)
- 553** Major Conference on Corporate Manslaughter, Director Duties and Safety Enforcement

TELECOMS

- 554** BT Operate: Network Solutions 2007/08 Efficiency Challenge
- 555** BT Operate: New Voluntary Paid Leaver Scheme
- 556** BT Operate: MA Assimilation

POSTAL

No items this week

LETTERS TO BRANCHES

- 966** 31/10/07 Trade and Industrial Committee – Industrial Action – Billy Hayes
- 967** 31/10/07 Not for Notice Board Publication Court Injunction 2007 – Billy Hayes
- 968** 01/11/07 Hand Held Devices – Bob Gibson
- 969** 02/11/07 TUC Equality Conferences – John East
- 970** 02/11/07 RM Group Pensions Consultation – Dave Ward, Ray Ellis
- 971** 02/11/07 Pay and Modernisation Agreement – New Ways of Working/Flexibility Trials – Bob Gibson/Martin Collins
- 972** 05/11/07 Hazards Campaign 19th National Hazards Conference Friday 18 July – Sunday 20th July 2008 Keele University Staffordshire Sponsorship Appeal – Dave Joyce
- 973** 05/11/07 Vicious Mail Van-jacker Jailed – Dave Joyce
- 974** 05/11/07 HSE Health and Safety Statistics 2006/7 – Dave Joyce
- 975** 05/11/07 Pensions – Dave Ward
- 976** 05/11/07 Pay and Modernisation Agreement – Dave Ward
- 977** 06/11/07 Application Forms for Education and Training Courses – Trish Lavelle
- 978** 06/11/07 Royal Mail Customer Service Half Year Incentive Bonus Scheme – Andy Furey
- 979** 06/11/07 Mandatory Equality and Diversity Training – Michèle Emerson/Trish Lavelle
- 980** 08/11/07 TUC Conference 2008 - Vacancies – John East
- 981** 08/11/07 Queen Speech – Billy Hayes
- 982** 08/11/07 LTBs from the Organising Department – John East

EQUAL OPPORTUNITIES

549

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 representatives 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 representatives 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 representatives 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 Head Office, 150 The Broadway, Wimbledon, London SW19 1RX.

550

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 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.

551

Amendment to CWU Maternity Pack

Branches should note that there is a small but important amendment to the new CWU Maternity Pack.

Those branches who have already ordered the new pack should ensure they make the change before forwarding to members. The amendment is as follows:

On the insert entitled "Before the Birth of the Child", under 'Week 34' – Six weeks should be amended to read 'Four weeks'.

For further advice please contact the Equality Department.

Any enquiries about this paragraph should be addressed to **Michèle Emerson**, Assistant Secretary, quoting **reference 2.52**.

HEALTH AND SAFETY

552

Royal Mail Wheeled Container Repair Process (Other than York & Mini-York Containers)

The following process should be used to keep wheeled containers functional:

1. When a wheeled container (other than a York or Mini York) is found to be faulty, remove it from operational service and label it accordingly.
2. Log the fault with the **Properties & Facilities Helpdesk** on **0870 850 1000**, who will give a reference number. The helpdesk will then contact Romec, who allocates the work to the local coordinator. A Romec engineer then plans and completes the repair.
3. If the repair is not economical, the engineer condemns the equipment and advises the Unit Manager. The Unit Manager then decides if they want it replaced, and completes a Requisition Form ECF01 and sends it to the Asset Support Team.
4. When the repair is completed, Romec invoice through the Inter Business Agreement, which is funded from the central assets budget. Area budgets are not affected.

All enquiries to **Dave Joyce** National Health, Safety & Environment Officer quoting **reference C25**.

553

Major Conference on Corporate Manslaughter, Director Duties and Safety Enforcement

This is to remind branches and safety reps of the above event to be held at Hamilton House, London on **19 November 2007**.

This conference organised by the safety law enforcement and corporate accountability charity the Centre for Corporate Accountability

(CCA). The conference looks at the likely impact of the Corporate Manslaughter Bill on private and public organisations and the way the new offence will be investigated and prosecuted. It will also consider "directors' duties" – whether the new voluntary guidance will have a positive impact on health and safety, or whether the law will be changed as the Government promised in 2000 that it would.

In addition the conference will consider what impact the Regulatory Enforcement and Sanctions Bill will have on activities carried out by the HSE and Local Authorities.

Confirmed speakers include:

- Lord McKenzie of Luton – Minister for Health and Safety
- Brendan Barber – TUC, General Secretary
- Richard Lissack QC – Corporate Manslaughter Prosecutor
- Michael Large – Institute of Directors, Vice Chair
- Prof Steve Tombs – Centre for Corporate Accountability, Chair
- Detective Superintendent Mark Smith – Corporate Manslaughter Investigator
- Graham Russell – Local Better Regulation Office, Chief Executive
- and a number of families bereaved from work-related deaths.

Cost:

- £50 (individuals and trade union reps)
- £100 (public bodies)
- £150 (lawyers, private companies)
- £20 (unemployed)

Conference programmes and registration forms have been circulated with LTBs or go to the CCA website at: **www.corporateaccountability.org/conference/nov07ldn.htm** or call **020 7490 4494** for more information or credit card bookings.

All enquiries to **Dave Joyce** National Health, Safety & Environment Officer quoting **reference EX13**.

TELECOMS

554

BT Operate: Network Solutions 2007/08 Efficiency Challenge

As stated in Branch Officials Bulletin No. 38/2007, paragraph 505, it was the primary understanding of the Executive team that management were intending to resource geographically to where the planning requests are generated.

Analysis of the Network Solutions Resource Tool has been undertaken and this highlighted a disproportionate amount of resource geographically and above volumes generated. It was identified that within the London & South East teams, 48% of the total resource are delivering just 12% of the total work stack.

TABLE 1

Business Unit	Team Member Scheme
Finance	No scheme currently in operation
Human Resources	No scheme currently in operation
Service Operations (Retail, Wholesale, GS and BT Group)	No scheme currently in operation
Large Deal Shared Services Operations	All team members with the exception of those in AXSS
Field Engineering	All team members in ALA4, ALA5, ALA65, ALA7, ALA8, ALA937, ALA97, ALA98, ALAE
Lead to Cash	All team members in AKKNB and AKKNC1
Trouble to Resolve	All team members with the exception of those in ACV, ACH1, ACH6, ACP
Operational Integrity	All team members in APE, APT and APJ5
21CN Implementation	No scheme currently in operation
End to End Testing	All team members in AND2, AND3, AND5, AND6
Business Operations & Transformation	All team members in ADA, ADB, ADC
BTO Career Transition Centre (CTC)	All team members registered with the CTC

Historically, London & South West were more resourced but this is no longer a requirement based on volumes generated nationally and from within the region. By focusing on London, management state this will minimise the business risk and with no impact on customer service. This will also enable the resource profile across the geographies of the unit to be levelled out.

Management have now had the opportunity to look at how the London teams can be realigned following the recent reduction in managers. Management report that to meet business objectives as stated above there is a requirement to reduce the Team Member population within the London team by 60 FTE.

With this in mind, and in order to manage the process of identifying individuals to remain within the Team Member roles, they are proposing to use Positive Selection.

Prior to this announcement management have agreed that in the event of Positive Selection being deployed, that the selection manager will not know the individuals and that HR will deploy the weighting factors in what is a blind process.

All impacted individuals will be briefed on the process, roles available and the selection criteria being used. Lone managers will hold one-to-one meetings with each impacted individual to capture scores against selection criteria. Members will also be advised of a right to appeal.

A Paid Leaver scheme will be made available to all impacted individuals in the London area should they wish to take this option. Management will give consideration to any further offsetting of the members being sought in London by requests for Newstart outside of London.

Attached for the information of branches are the associated timescales.

Brian Healy
Assistant Secretary

555

BT Operate: New Voluntary Paid Leaver Scheme

Branches should note that the information being sought as reported in Branch Officials Bulletin No. 40, paragraph 541 is reproduced

above in TABLE 1.

Currently outstanding is a breakback of the numbers that have signed by operational unit for Q3. This will be reported upon in due course.

Brian Healy
Assistant Secretary

556

BT Operate: MA Assimilation

Branches will be aware from Branch Officials Bulletin No 40/2007, paragraph 540 and from The Network Briefing Forum reports that the Executive have raised individual cases and issues around MA Assimilation. A small number of members have been identified that nationally we have submitted and who are within Large Deal Shared Services, Trouble to Resolve and Field Engineering as potentially carrying out a higher graded role while currently graded at B2.

Approximately 22 individuals in total across Large Deal Shared Services and Trouble to Resolve who completed their Modern Apprenticeships in 2006 or earlier have been identified to date. Following a further management review of this population, management are confident that they have now identified all of those individuals where there might be a grading discrepancy.

In order to resolve this issue, in Large Deal Shared Services and Trouble to Resolve, management will be assessing their roles against the Newgrid Skill Band Descriptors. Where there is no doubt that they are permanently carrying out work of a higher grade, those individuals will be upgraded. Where it is less clear, a formal assessment will be required. This work will be led by HR working with the line.

Management plan to complete all of the reviews by **December 2007** with those eligible being upgraded effective from **1 October 2007**. The union will reject this as a satisfactory resolution as it should be from the point when individuals commenced the higher duties.

The issue of MA Assimilation in BT Operate Field Engineering will be the subject of further discussions with management.

Brian Healy
Assistant Secretary

EVENTS BULLETIN

October 2007 – June 2008: The London Socialist Film Co-op. There will be a number of films showing the second Sunday of every month. Film(s) includes La Última Cena/The Last Supper all showing Sunday 14 October 2007. Tomás Gutiérrez Alea is best known for his Memories of Underdevelopment. The Last Supper is unfairly neglected, made during the height of 'the cold war', showing a Cuba that was unknown and a history that was of little interest to audiences of that time. Discussion led by Michael Chanan, Professor of Film and Video at Roehampton University, London, Jacqui McKenzie, Caribbean Labour Solidarity, Dionne Walker and many more. For all enquiries and the full programme contact **020 7278 5764**.

Friday 16th November 2007: CWU Disability & Special Needs Conference Social Event. All those attending the conference are invited to a social event, which will be held at the The Prince of Wales Hotel, Lord Street, Southport PR8 1JS. Further information can be obtained from the **Equal Opportunities Department** or **dgittens@cwu.org**

Saturday 17th November 2007: CWU Disability & Special Needs Conference. The conference will be held in the The Prince of Wales Hotel, Lord Street, Southport PR8 1JS. Further information can be obtained from the **Equal Opportunities Department** or **dgittens@cwu.org**

Saturday 17 November 2007: The Next Steps For The Left. 10am – 4.30pm. To be held at Conway Hall, Red Lion Square, London WC1R 4RL. As the Labour Party leadership increasingly closes down and centralises control of political debate within the party, new social movements are forming to address the key issues facing the world. This conference will focus on how the left within the Labour Party and trade unions can build a bridge between these new forces and our movement, both within this country and internationally. Speakers include Tony Benn,

Katy Clark MP John McDonnell Mp and more. For more information contact visit the **Labour Representation Committee** at www.l-r-c.org.uk

Tuesday 20 November 2007 – Wednesday 21 November inclusive: CWU Union Learning Representatives National Workshop. This will be the fourth national event for union learning representatives in the Communication Workers Union. There will be opportunities: To meet with other CWU union learning representatives, to attend specialist workshops, to hear from guest speakers, to learn about the latest CWU learning developments and to celebrate your achievements. To book your place please contact **Laura Wright** on **020 8971 7416** or **Michelle Simpson** on **020 8971 7340** or email learn@cwu.org with your contact details.

Wednesday 28 November 2007: End Israeli Occupation – Peace for All. Lobby of Parliament 2 – 6 pm Westminster London. For more information contact **020 7832 1310** wattg@caabu.org or **020 7700 6192** info@palestinecampaign.org

Monday 3rd December 2007: Eastern Regional Retired Members' Committee Meeting. To be held in Community, Swinton

House, 324 Gray's Inn Road, London WC1X 8DD at 11am. For more information contact **Nobby Clark**, Region Retired Members' Secretary on **07713 155575**.

Wednesday 5 December 2007: Update on Equality Law – Are we Catching Up? While we have travelled a long way in terms of equalities legislation recent reads. The complexity of discrimination legislation still make it very difficult to tackle the deep issues of inequality in the workplace. The conference will be of interest to trade unionists, employment lawyers, academics and students. Cost IER subscribers and members £75, Trade Unions £90 and Commercial £220. For more information contact the **IER** on **0151 702 6925** or email office@ier.org.uk

Tuesday 11 December 2007: Plain English Day. Organised by the Plain English Campaign, promoting the use of clear language in government departments, local councils and business. For more information contact the **Plain English Campaign**, PO Box 3, New Mills, High Peak SK22 4QP. Phone: **01663 744409** Fax: **01663 747038** Email: info@plainenglish.co.uk

Monday 7th January 2007: Eastern Regional Retired Members' Committee AGM. Will be held in Community, Swinton

House, 324 Gray's Inn Road , London WC1X at 11am. For more information contact **Nobby Clark**, Region Retired Members' Secretary on **07713 155575**.



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.

The Link – branches and retired members are reminded that items for the December issue of The Link should be sent to The Editor – The Link, SDGS Department, 150 The Broadway, Wimbledon SW19 1RX by **noon Monday 3rd December 2007**.