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**MANSFIELD AND ASHFIELD DISTRICT**

**ONE FUND FOR ALL  
(O.F.F.A.)**

**INFORMATION PACK**







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## INTRODUCTION

**The One Fund For All is the fund raising body of Mansfield Unemployed Workers' Centre. It aims to raise funds by asking every employed trade union member in the area to contribute on a regular basis by deductions from wages**

**Mansfield Unemployed Workers' Centre is a TUC registered Centre and has the backing of all the main Trade Unions at both national and local level.**

**The needs of Centres like Mansfield's are greater than ever before. Unemployment is rising rapidly and its effects continue to devastate the lives of individuals, their families and whole communities.**

**Previous funding of Unemployed Centres is under pressure as local government finance is squeezed and the future of the Centre rests with the One Fund For All scheme. That means the futures rest with YOU.**

**Hundreds of workers around the area are already supporting the Centre by contributing to One Fund For All. The contributions range from 10p a week to £20 a month. Many unemployed people and pensioners contribute to the Fund.**

**This information pack is designed for Shop Stewards, individual Union members or anybody else who wants to know more about One Fund For All and how best to promote it in the workplace.**

**We hope that you will find this pack useful and that it will encourage and enable you to establish One Fund For All in your workplace.**





*To Begin at the Beginning ...*

**SHOCK RISE IN RURAL JOBLESS**

**TUC Predicts Jobless rise to 3 million**

**JOBS SHOCK AT FOUNDARY**

**Six Million poor are poorer**

**?**

*Minimum wage 'is not negotiable'*

**VIBRATION WHITE FINGER**

**700 DIE AT WORK EACH YEAR**

**PAINT HAZARD GLOSSED OVER**

**ASBESTOSIS**

**Trial scheme to compel jobless into working**

**LABOUR LAW ---**

**A decade of ATTACK**

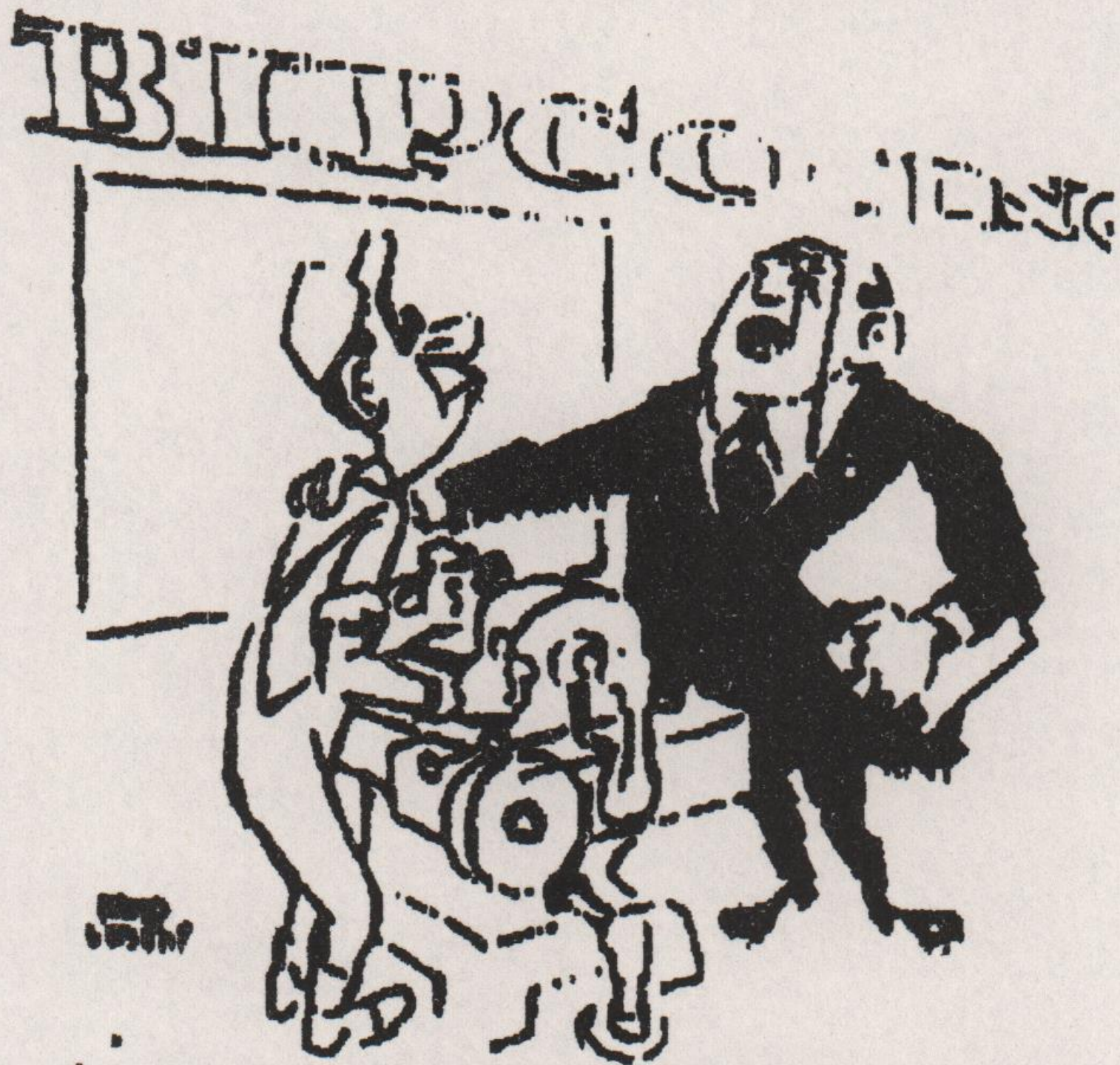
**WHAT'S THE CONNECTION ?**





# MASS UNEMPLOYMENT MEANS ...

## LOWER PAY



"WE NEED EMPLOYEES WHO HAVE IMAGINATION.  
JUST IMAGINE WE'RE PAYING YOU MORE ..."

## WEAKER TRADE UNIONS



"It's an emergency Doc ... They need the  
drill right away..."

## MORE DANGEROUS WORKPLACES



**FOR THOSE IN WORK.**





**SO...**

**EVEN IF YOU ARE  
WORKING  
UNEMPLOYMENT  
CONCERNS**

**YOU  
YOUR FAMILY  
YOUR TRADE UNION**

**SO ...  
EMPLOYED  
AND  
UNEMPLOYED HAVE  
COMMON CONCERNS**

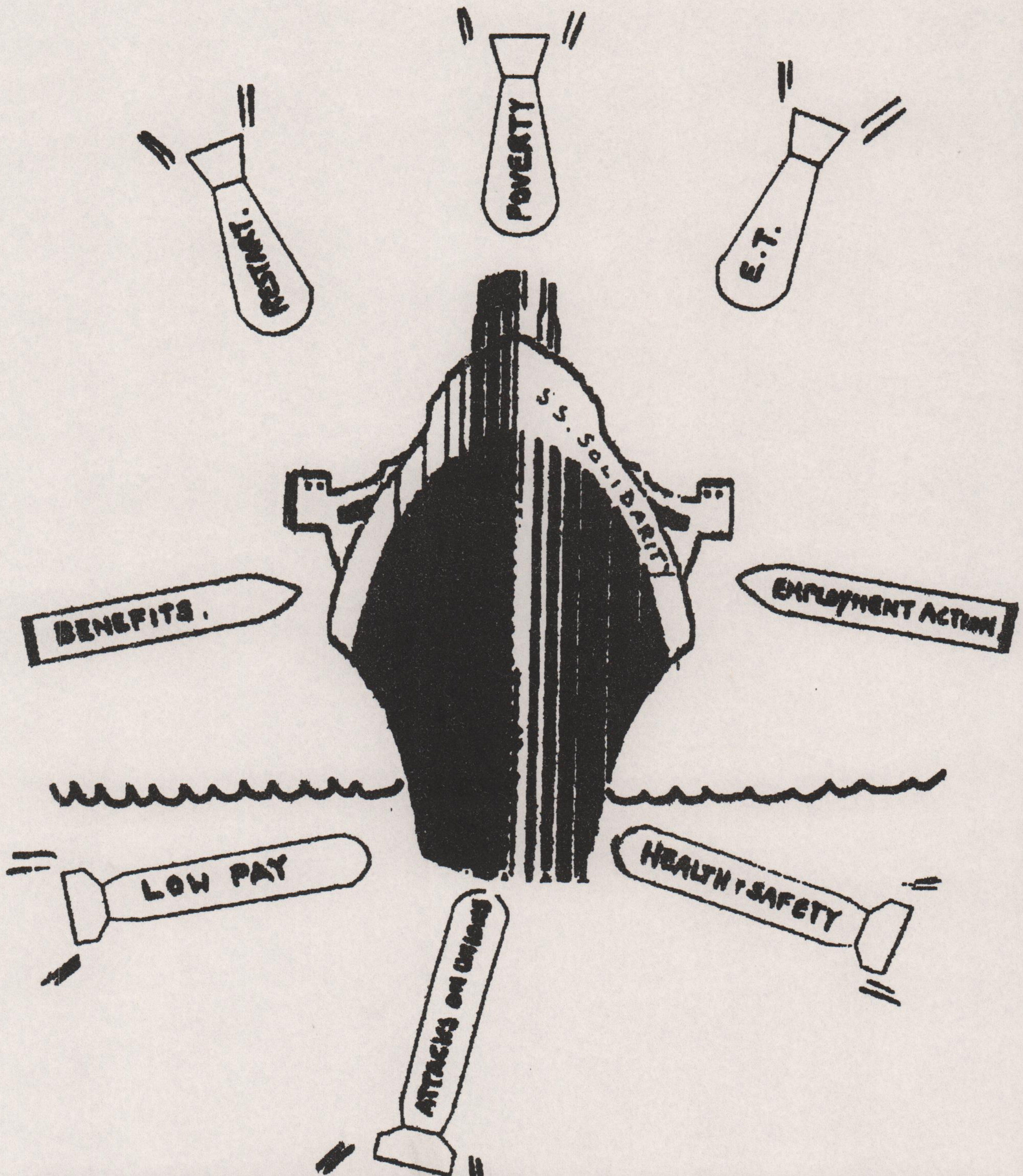
**SO ...  
EMPLOYED  
AND  
UNEMPLOYED NEED  
TO BUILD**

**SOLIDARITY**





# EMPLOYED & UNEMPLOYED



**WE'RE IN THE SAME BOAT**





**SOLIDARITY**

**MEANS**

BLACK & WHITE  
OLD & YOUNG  
MEN & WOMEN  
EMPLOYED & UNEMPLOYED  
DISABLED & NON-DISABLED

**FIGHTING FOR JOBS  
AND  
STRONG TRADE UNIONS**

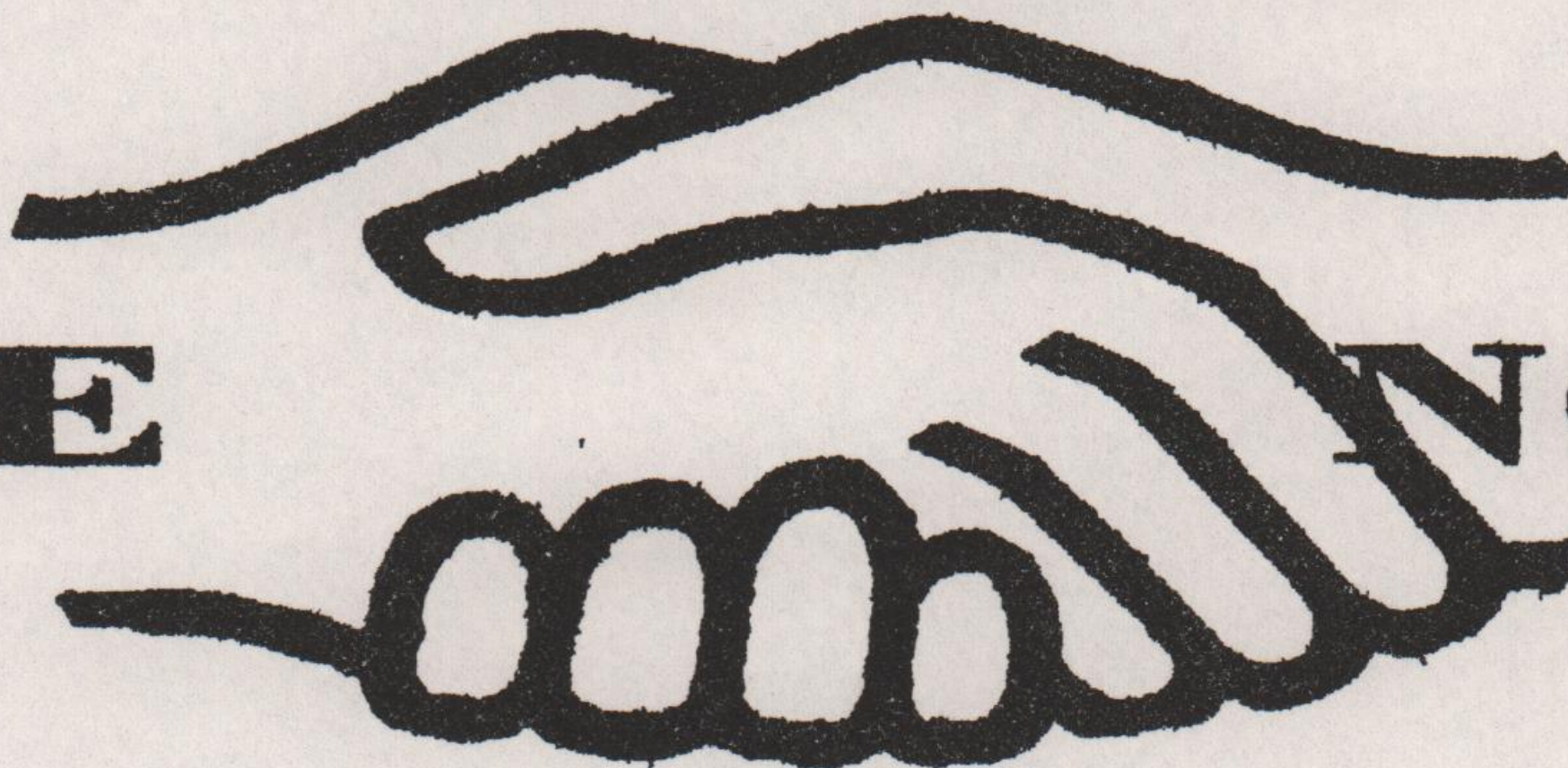


AGAINST EXPLOITATION  
AGAINST RACISM  
FOR EQUAL PAY  
AGAINST DISCRIMINATION  
FOR TRADE UNION RIGHTS  
AGAINST SEXISM  
FOR BETTER PROVISIONS

**GETTING THINGS DONE  
TOGETHER**

**STRE**

**NGTH**







**ALSO MEANS ...  
ONE FUND FOR ALL**



**YOUR CONTRIBUTION TO OFFA HELPS ...**

**Provide help, support and advice for employed and unemployed people in the trade union movement**

**Build solidarity between employed and unemployed people**

**Fight for decent pay for all**

**Fight for a better and healthier workplace**

**Campaign for full employment**

**Fight for stronger Trade Unions**

**OFFA  
gets things done for employed and unemployed  
OFFA  
is  
STRENGTH**

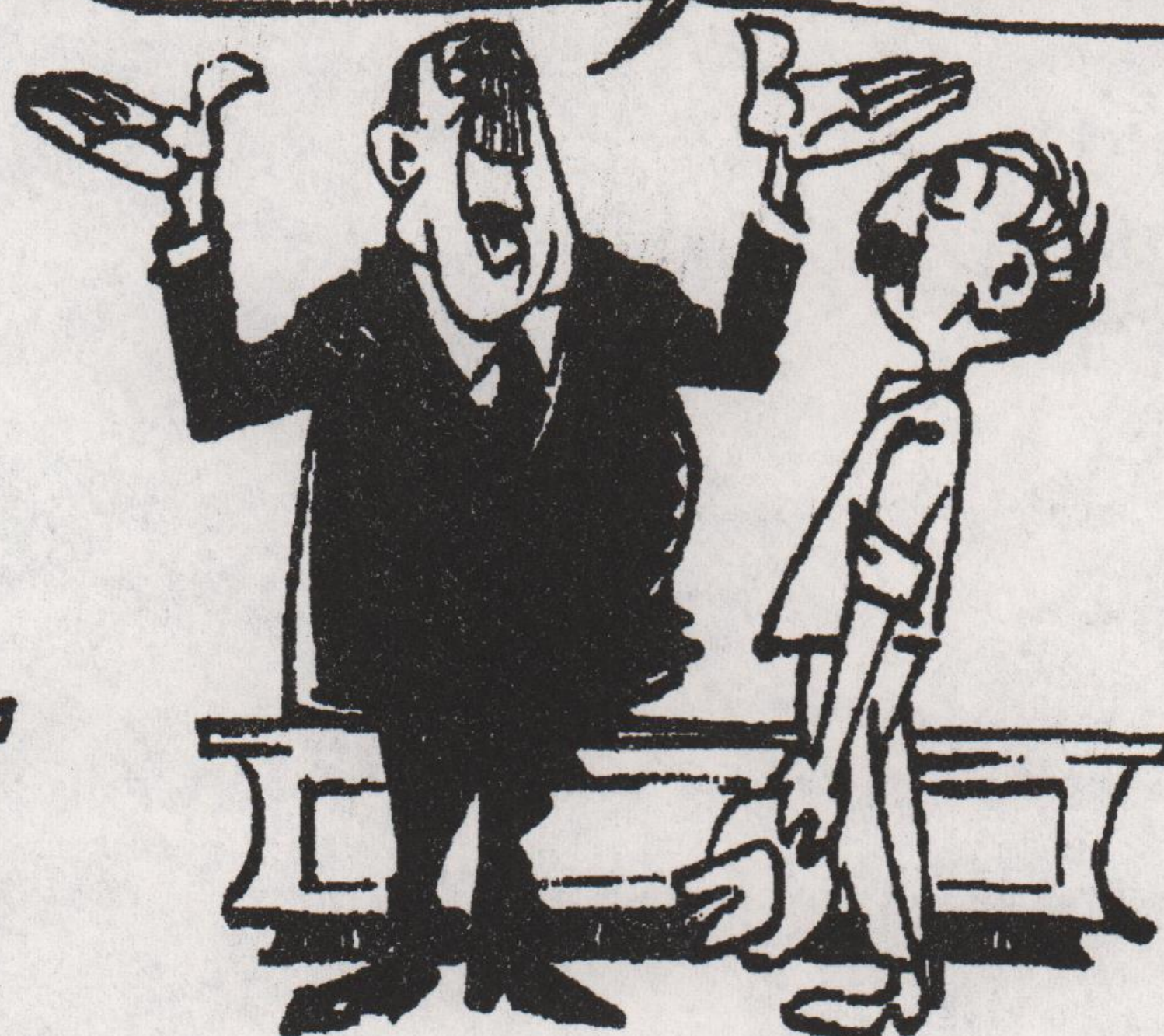
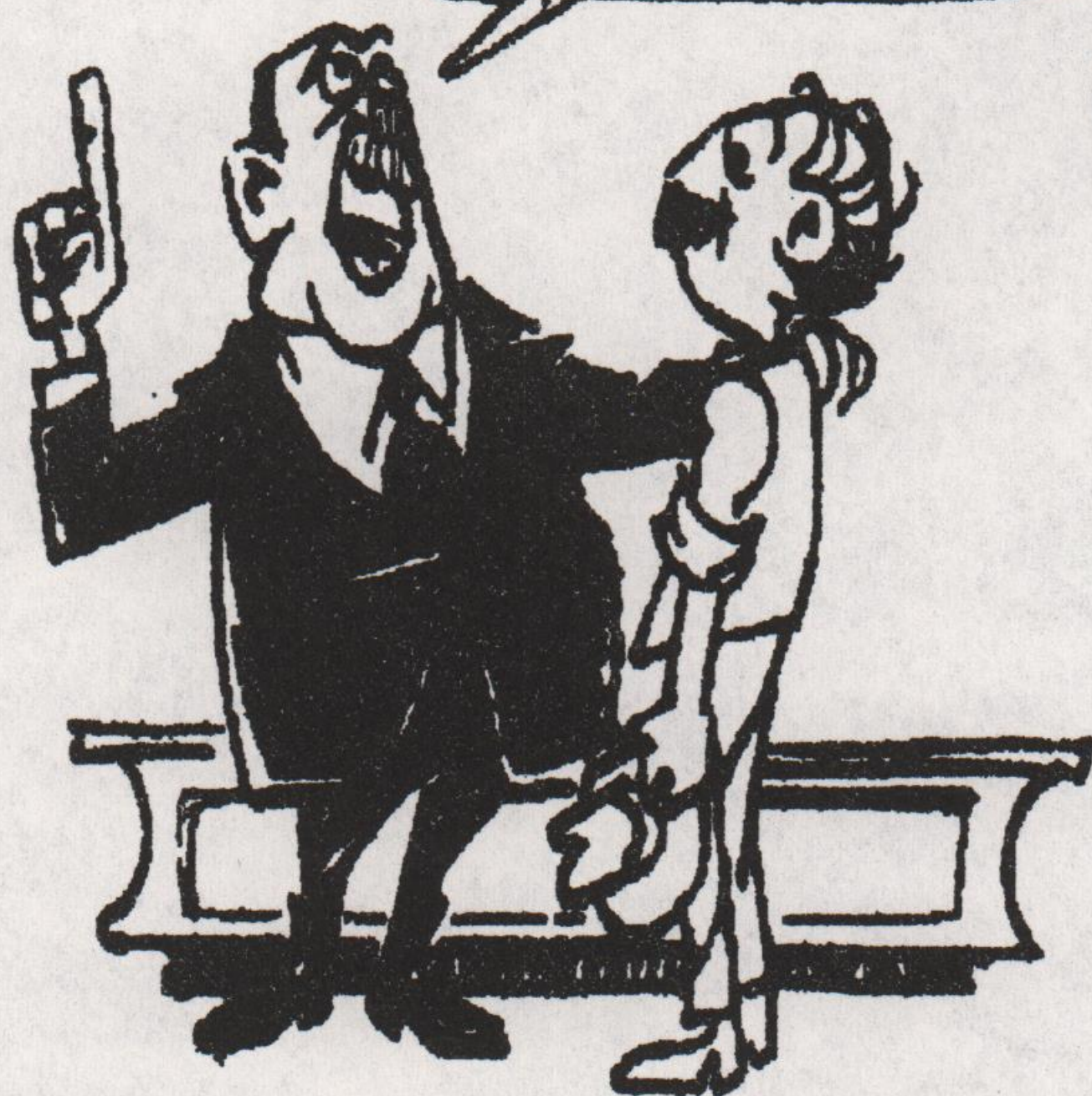




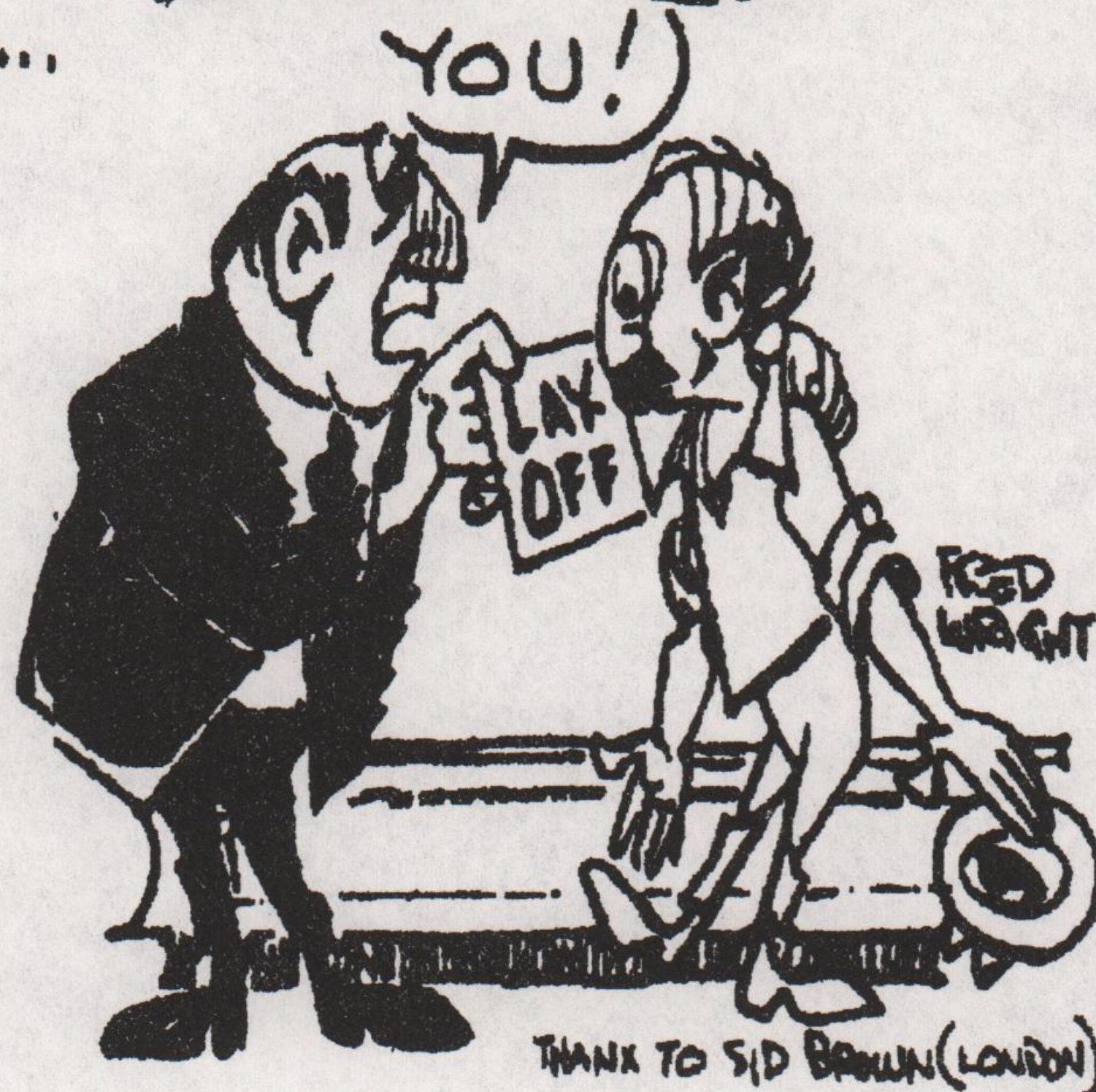
## OFFA INFORMATION PACK

# SO WHAT'S OFFA ALL ABOUT?

IN THESE DAYS ALLOF US ARE CALLED UPON TO SACRIFICE...



(I HAVE DECIDED TO SACRIFICE...



## READ ON AND FIND OUT ...



## HOW DOES OFFA WORK?



A simple way of raising money for TUC Unemployed Workers' Centres and of building solidarity between employed and unemployed workers.

OFFA asks all employed workers to make at least a small (10p-50p a week) contribution to the fund, normally collected by voluntary deduction from wages or salary.

The money is used to maintain and extend the many and varied services provided by the TUC Unemployed Workers' Centres to the unemployed, the employed, the trade unions and the community.

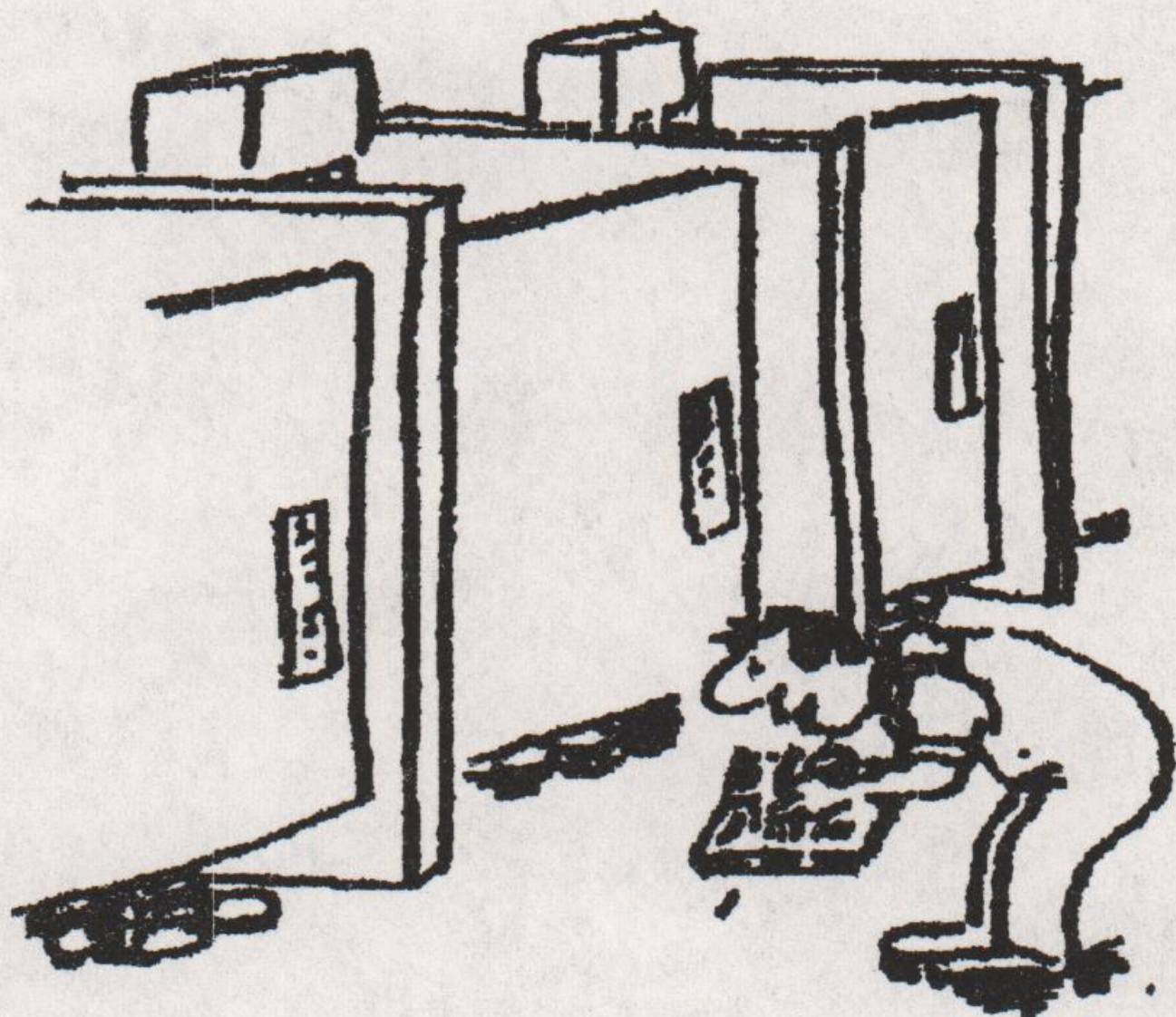
### TWO WAYS OF COLLECTING THE MONEY

a) **CHECK-OFF** - The contributor fills in a check-off authorisation slip which is returned to the Wages Department. The contribution is then deducted automatically from wages/salary and then forwarded to OFFA. The contributor can cancel the contribution at any time.

b) **BANKER'S ORDER** - The contributor fills in a Banker's Order and returns it to us. The amount is paid directly to OFFA by your bank.

**SOMETIMES NEITHER OF THESE METHODS CAN BE USED AND  
SOME OTHER WAY  
HAS TO BE FOUND eg COLLECTING BY HAND**

**BUT, IF PEOPLE WANT TO CONTRIBUTE TO OFFA, WE WILL FIND A  
WAY OF COLLECTING.**



*Yoo-hoo! Time to  
pay your O.F.F.A.*





**OFFA INFORMATION PACK**

## **WHAT'S THE MONEY SPENT ON ?**



**EVERY PENNY  
CONTRIBUTED  
TO OFFA IS  
USED TO  
PROVIDE AND  
EXPAND THE  
SERVICES FOR  
EMPLOYED  
AND  
UNEMPLOYED  
PEOPLE  
AT**

## **MANSFIELD UNEMPLOYED WORKERS' CENTRE**

**FOR DETAILS OF WHAT IS PROVIDED SEE THE  
ENCLOSED LEAFLET: "HERE TO HELP YOU"**

**YOUR MONEY WILL NOT  
BE SPENT DIRECTLY ON  
THE UNEMPLOYED  
THEMSELVES**





## WHO SUPPORTS OFFA?

# O.F.F.A.



- \* THE T.U.C. \*
- \* ALL MAJOR TRADE UNIONS \*
- \* MIDLANDS REGIONAL T.U.C. \*
- \* MANSFIELD & DISTRICT TRADES COUNCIL \*
- \* YOUR LOCAL UNION OFFICIALS \*
- \* HUNDREDS OF INDIVIDUAL WORKERS IN THE AREA \*
- \* PENSIONERS \*
- \* UNEMPLOYED PEOPLE \*

NUM NUPE NUJ UNISON AEU POA USDAW BIFU  
MSF NUCPS GPMU FBU UCATT URTU NATFHE  
ISTC NAPO BFAWU CPSA GMB TGWU NASUWT  
NUT NCU CMA UCW PENSIONERS

## WILL YOU SUPPORT OFFA?





## **OFFA INFORMATION PACK**

# **WHO CONTROLS OFFA? YOU DO!**

**OFFA is democratically controlled by its contributors.**

**OFFA monies are kept separate from the Centre Funds and is administered by the OFFA Management Committee which is elected every year at the OFFA Annual General Meeting.**

**The OFFA Management Committee consists of:-**

- 2 Members from the Centre for Unemployed Workers Management Association.**
- 1 Member from Mansfield Unemployed Workers' Centre users**
- 2 Representatives from Mansfield & District Trade Union Council**
- 6 Representatives from contributors to OFFA of which 4 must be Trade Union nominees**

## **SO**

**OFFA IS ACCOUNTABLE TO YOU, TO  
THE CONTRIBUTORS AND TO THE  
TRADE UNION MOVEMENT.  
YOU HAVE A REAL SAY IN  
HOW THE MONEY IS USED**



# **SHOP STEWARDS THE KEY TO OFFA SUCCESS**



**As a Shop Steward or Union Representative you have a vital role to play in establishing OFFA in your workplace.**

**The key to OFFA success in the workplace is the Shop Steward or Union Representative.**

**If you are enthusiastic about OFFA yourself and have convinced yourself of its value then you are the IDEAL PERSON to convince your members and persuade them to join the scheme.**

**After all, Shop Stewards and Union Representatives know their members better than anyone and they have access to the membership in a way that others do not.**

**SHOP STEWARDS AND  
UNION REPRESENTATIVES  
ARE THE VITAL LINK BETWEEN  
THE WORKPLACE AND  
THE OFFA SCHEME**

**OFFA STANDS AND FALLS  
ON THE ENTHUSIASM OF  
THE SHOP STEWARDS OR  
UNION REPS**

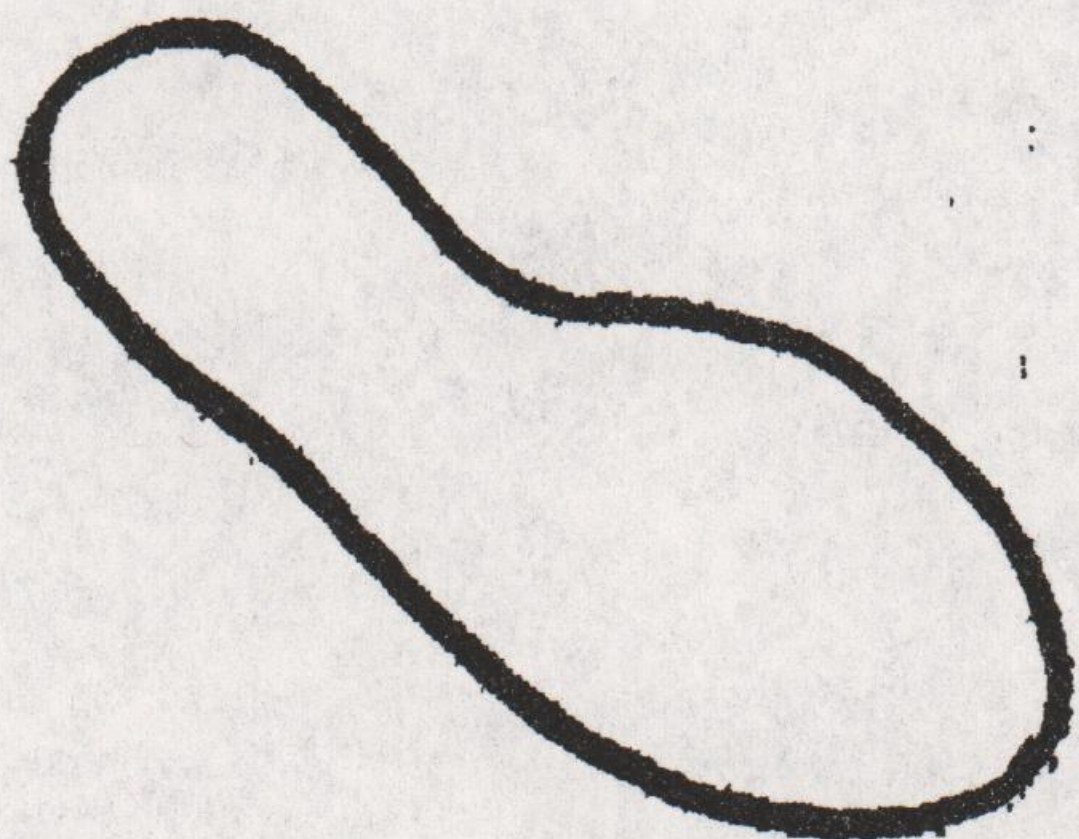




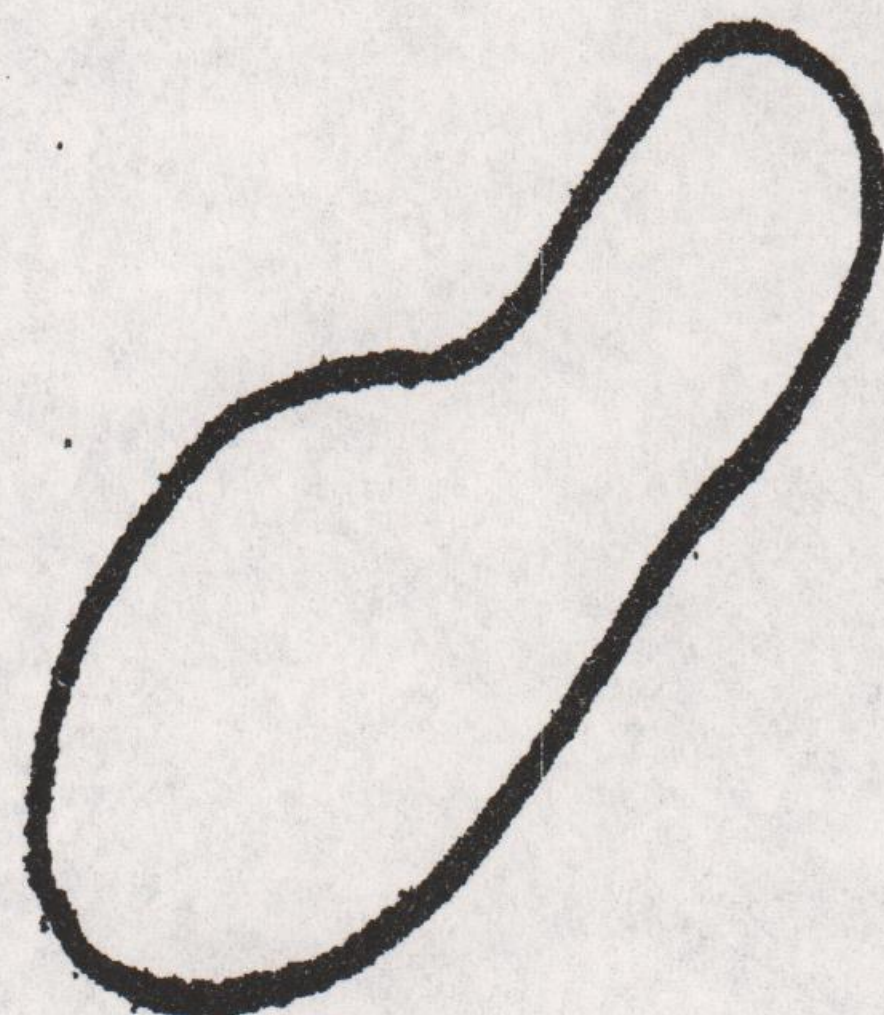
## OFFA INFORMATION PACK

# THE FOUR STEPS TO OFFA SUCCESS

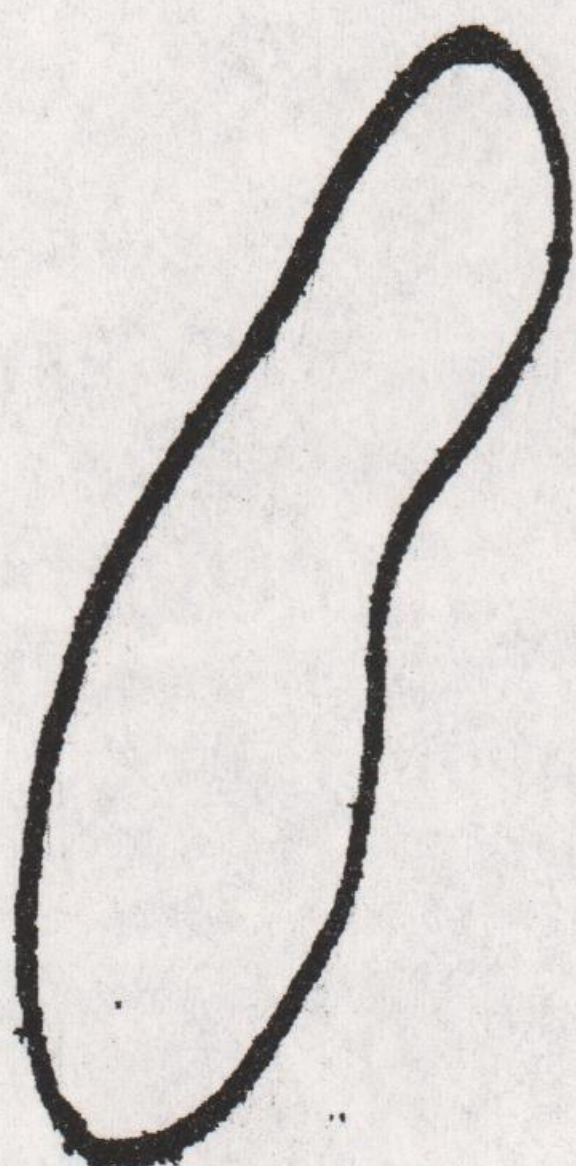
**STEP 1.  
BE CONVINCED  
YOURSELF**



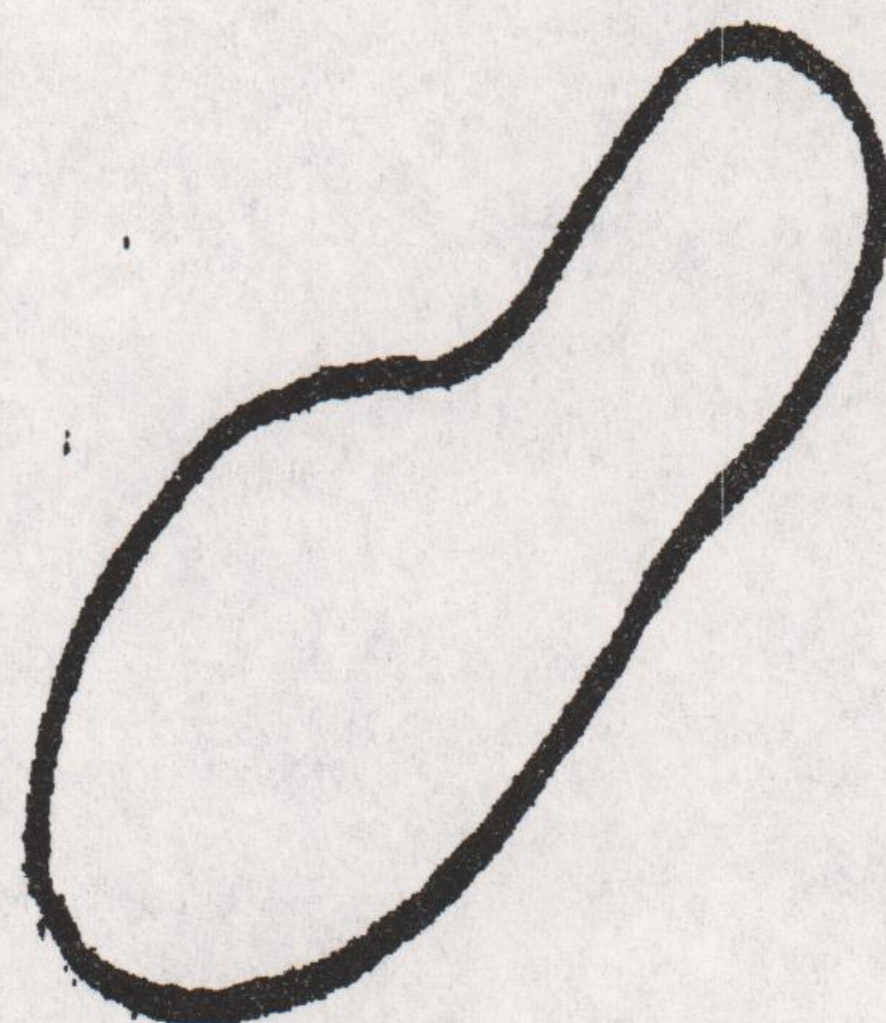
**STEP 2.  
CONVINCE YOUR STEWARDS  
AND UNION BRANCH**



**STEP 3.  
NEGOTIATE CHECKOFF  
WITH MANAGEMENT**



**STEP 4.  
SIGN UP YOUR MEMBERS**

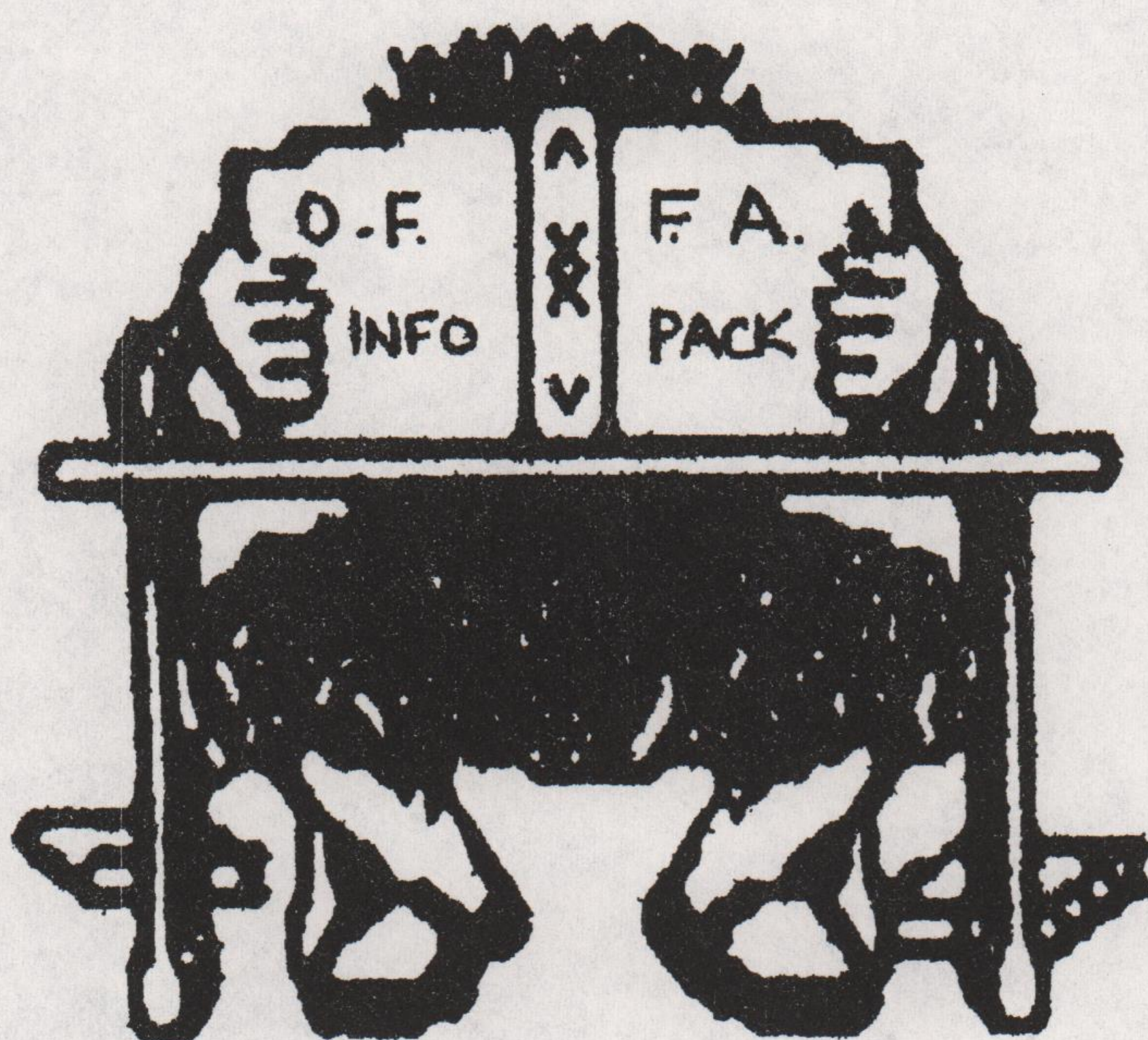






## **STEP 1. BE CONVINCED ABOUT OFFA YOURSELF**

**You will never convince anybody else about OFFA unless you are convinced yourself. You need to be sure in your own mind about OFFA before you try to convince others.**



**Find out about OFFA and convince yourself about its value!**

### **THINGS TO DO**

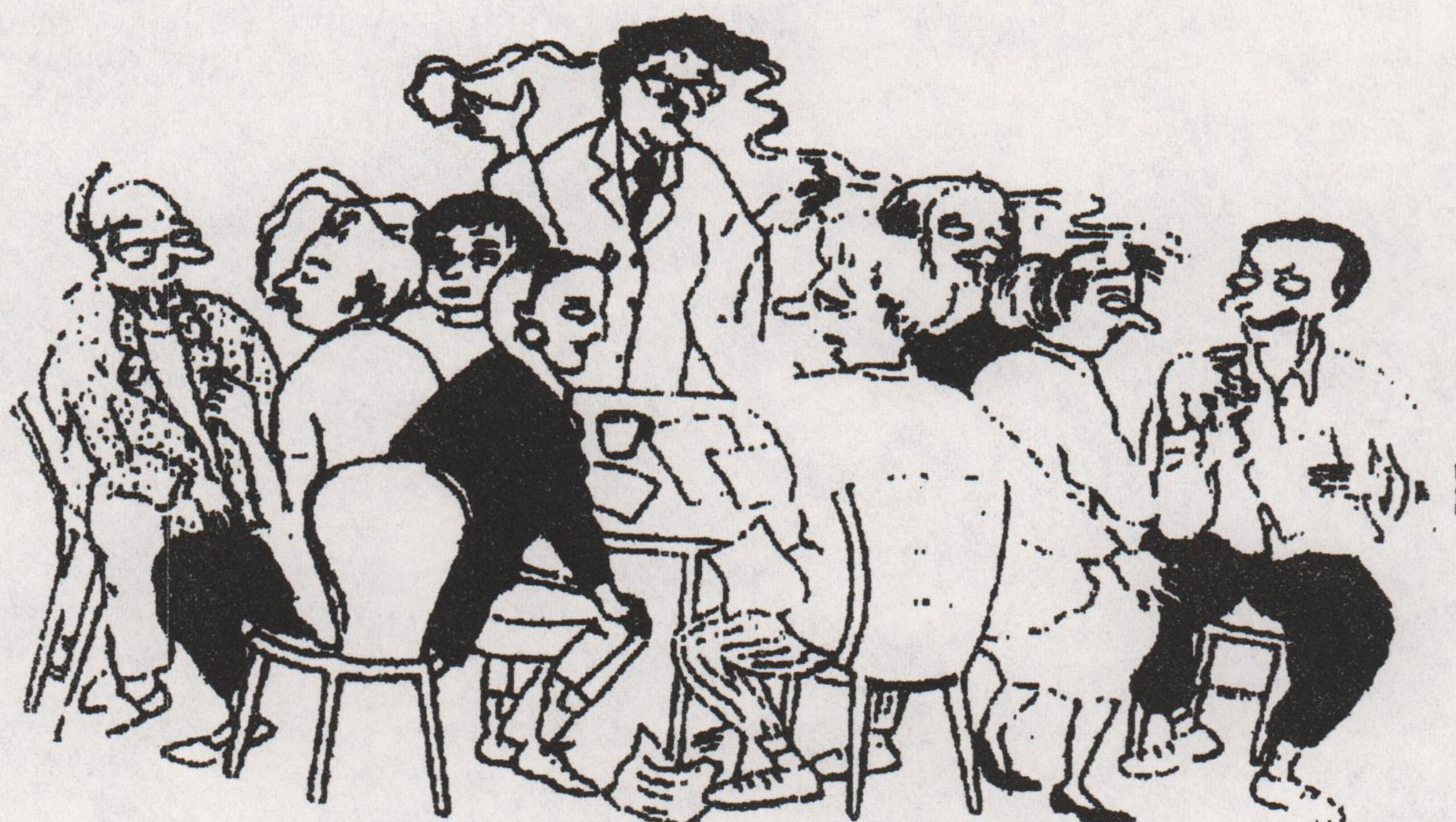
- 1 Read this information pack carefully**
- 2 Speak to the OFFA worker who is very happy to discuss OFFA with you and answer any questions**
- 3 Call in and look around the Centre**





## **STEP 2. CONVINCE YOUR FELLOW SHOP STEWARDS OR UNION BRANCH**

**If you are to get OFFA going in your workplace you will need to convince your fellow stewards and/or your Union Branch that OFFA is something worth supporting.**



**Convince your fellow stewards about OFFA**

### **THINGS TO DO**

- 1 Raise OFFA at your Shop Stewards or Branch Meeting**
- 2 Invite the OFFA Worker to speak to your Shop Stewards or Branch Meeting. The Worker is always prepared to come to a meeting at a time to suit you**
- 3 Arrange for you committee to visit the Centre. Just phone and make an appointment at a time to suit your committee. We will show you round the Centre and explain what it does. Our experience is that seeing the Centre in action is the best way of commending OFFA to other people**





## STEP 3. NEGOTIATE CHECK-OFF WITH MANAGEMENT

**You and your works committee will be the best judge of how to go about negotiating check-off.**



**Our experience shows that some Stewards approach their members first to see how many are interested in signing up for OFFA. The numbers can then be used in bargaining with management. Other Stewards go to management first and having negotiated check-off then go to their members. However you go about it you might find the following useful.**

### **THINGS WORTH REMEMBERING ABOUT CHECK-OFF**

- 1 If you have difficulty in persuading management to give you check-off facilities and you need further information about OFFA, eg which companies already give us check-off, just give the OFFA Worker a ring. If you feel it would be useful, the OFFA Worker is willing to speak or write to your management. Your Union full time official is fully supportive of OFFA and will also help if needed.**
- 2 Contributions to OFFA are VOLUNTARY. Each contributor will sign a check-off slip authorising the company to deduct a weekly or monthly contribution.**
- 3 You might like to show the management a check-off slip - a sample is included in this pack.**
- 4 The Centre likes, where possible, to receive cheques monthly together with a computer print out of the names of contributors. This helps our records.**





## STEP 4. CONVINCE AND SIGN UP YOUR MEMBERS

RIGHT - NOW  
TWIST IT!



As with check-off, each workplace will be different and each Shop Stewards Committee will have its own way of approaching members with a view to signing them up as OFFA contributors. However you go about it, you might find the following useful.

### HOW THE OFFA WORKER CAN HELP YOU

- 1 Making and printing suitable leaflets and posters for your workplace. These can be designed to suit your particular needs.
- 2 Speaking at workplace meetings, small or large, about OFFA.
- 3 Going round with you and helping you to sign people up.
- 4 Giving information to help you to answer the questions you might be asked by our members about unemployment, the Centre or OFFA. Include in this pack is a list of the more common questions asked, along with some suggested answers.

**\*\* IMPORTANT \*\***

**SHOP STEWARDS SHOULD BE THE FIRST TO SIGN UP.**

**NOTHING ENCOURAGES YOUR MEMBERS MORE THAN TO SEE YOUR NAME AT THE TOP OF THE LIST !**





# STEP 4. CONVINCE AND SIGN UP YOUR MEMBERS

Use the check-off authorization slip when signing up your members. We can supply as many as you need.

I authorise my employer to deduct the specified amount from my wages/salary each week/month and to forward that amount to One Fund For All. This is to be operative until altered by me in writing.

FULL NAME	PAYROLL NO	DEPT	AMOUNT WK/MON	SIGNATURE	DATE
J SMITH	06748	MACHINE SHOP	40p	J Smith	6 4 94
P. OWEN	07412	MACHINE SHOP	50p	P Owen	6 4 94
L KNIGHT	07516	MACHINE SHOP	20p	L Knight	6 4 94

## ONE FUND FOR ALL BANKER'S ORDER

The Name of your bank **BARCLAYS**  
 Branch **MANCHESTER**  
 Address of your bank **MARKET PLACE**  
 Account Name **A + B. EVAN**  
 Account No **12345670**  
 Trade Union **UNITE**  
 Branch **0131**  
 Amount **£10** Monthly Commencing **JANUARY**  
 Until further notice.  
 Signature **A. EVAN**  
 Address **56 LATON AVE MANCHESTER**

Please pay to: Unity Trust Bank  
 15, Broad Street  
 Birmingham  
 B1 1TA

Unit Code: 00001  
 A/C Mandate & Order: TUC OFFA  
 A/C No: 000000

**BANKERS PLEASE NOTE**  
 When remitting kindly quote  
 A/C Name **A + B. EVAN**  
 Union & Branch **UNITE 0131**

When completed please return to: Shagbald Unions Dept Worker's Centre, 1, Broad Street, Manchester

If you cannot negotiate check-off, bankers' orders are another way of contributing.

Always remember - if people want to contribute, we will find a way of collecting !





## **OFFA INFORMATION PACK**

### **STEP 4. CONVINCE AND SIGN UP YOUR MEMBERS**

#### **POINTS TO MAKE WHEN EXPLAINING OFFA TO YOUR MEMBERS**

- 1 Mass unemployment leads to lower wages, a more dangerous workplace and weaker Trade Unions for those in work. It is therefore a Trade Union issue which affects your members and their families.**
- 2 Employed and unemployed have common concerns. It is in the interest of both to do something about unemployment.**
- 3 The TUC Unemployed Centres join with those in work to campaign for full employment, better pay and conditions and strong Trade Unions.**
- 4 In the meantime, the Centres provide help and support for employed and unemployed alike in many different ways. (See Here to Help You - more copies are available).**
- 5 In these uncertain times unemployment can come to anyone at anytime. No-one knows when they might need the Centre and its facilities.**
- 6 Every penny given to OFFA goes towards the work of the Centre. Nothing goes directly to unemployed people.**
- 7 OFFA is democratically controlled by the contributors and is accountable to them and to the Trade Union movement. You have a real say in how the money is used.**
- 8 Your contribution has never been needed more urgently as unemployment continues to rise and the funds available to run the Centre become scarcer**



# QUESTIONS THEY ASK



????????????????????

During your day to day involvement with your members you will be asked various questions about One Fund For All (OFFA). To ease your task of explaining the Fund, here are a series of questions and answers.

## QUESTION

The unemployed would be better of doing something useful on a scheme rather than just lazing about wouldn't they?

## ANSWER

We support quality training, paid at the Union rate for the job with the prospect of a job at the end of it. Current training schemes (ET) offer little or no training with no guarantee of job offers. The majority of employers do not recognise government schemes but prefer apprenticeships or formally recognised training of workers.

## QUESTION

Why should I give money to unemployed people? They get enough as it is.

## ANSWER

You are not being asked to give money to unemployed people, but to support the fight against unemployment which affects the wages and conditions of those in work. On the question of benefits for the unemployed, all unemployed people over the age of 25 or with dependants now have to rely on means-tested benefits. The poverty line is assessed at 140% of means-tested benefit, so it is obvious that unemployed people do not get enough to live on. They merely exist on poverty benefits.

## QUESTION

What proportion of my donation will be used in administration and wages?

## ANSWER

Not one penny goes towards paying the Centre workers. Our two local authorities (MDC & NCC) have agreed to take on that task. The bulk of our income is spent on providing resources and facilities for the use and advantage of working class people, whether employed, unemployed or retired.

## QUESTION

What does the Fund do for me?

## ANSWER

It provides resources and facilities for YOUR use or for the use of your family or friends. It provides a welfare rights service together with advice on all employment-related issues. We have access to research, information and resources that might not be available to your Union Steward. The Fund helps to fight unemployment and, do not forget, low unemployment naturally leads to higher wages.

## QUESTION

How can I afford to contribute to OFFA on low pay?

## ANSWER

We are asking for as little as 20p a week (the cost of two cigarettes). We argue that you cannot afford not to contribute if you want this valuable resource to remain in your area. Many unemployed people also contribute 20p per week to be part of the Fund.

## QUESTION

I already give to charities, why should I contribute to this?

## ANSWER

We are NOT a charity, and in turn we are not asking for charity. We are asking you to help pay for a facility that today more than ever you cannot afford to be without.





## OFFA INFORMATION PACK

# QUESTIONS THEY ASK

????????????????????????????????

### QUESTION

There are plenty of jobs and anyway, unemployment is falling fast. It is no longer a problem, surely unemployed workers' centres are not needed any longer?

### ANSWER

Only official unemployment figures are falling. The real figures are much higher. Since 1980, the unemployment figures have been altered more than 25 times to suit the idea that unemployment is falling considerably every month. In one instance, 3,000 people were chasing 10 jobs with Nottinghamshire Fire Service. Centres are inundated daily with welfare rights and unemployment rights inquiries.

### QUESTION

This is too political, why should I give money?

### ANSWER

Unemployment is political, so are wages and conditions and employment law. Not contributing is also a political act. We are engaged in a fight against political policies which affect the lives of all working class people. If that is political, we are pleased to be involved.

### QUESTION

I have to work hard for my money, why should I pay for the unemployed to play cricket, go hiking etc?

### ANSWER

A very small proportion of our funds are spent on leisure activities which are used by many retired people, single parents, etc. As well as unemployed people, employed colleagues occasionally use our leisure facilities and are welcomed. The worst aspect of being unemployed is the feeling of isolation. If we can bring people together, help them to regain their confidence and self-esteem by meeting others in a similar situation, then we regard that as worthwhile.

### QUESTION

How exactly will my money be spent?

### ANSWER

It will be spent on providing resources which will be of benefit to all working class people campaigning on issues that affect us all such as VAT on fuel. The money will also be used to support community groups, to provide a welfare rights service and to give advice in many areas for you and your family. It will provide information and resources on employment issues such as law, industrial injuries, employment rights or anything to which your Union Steward may not have access. We have access to Law Centres and can advise on representation on matters within as well as outside employment.





**WE THANK YOU FOR YOUR  
INTEREST IN OFFA AND FOR  
READING THIS  
INFORMATION PACK  
WE HOPE YOU WILL NOW  
FEEL ABLE TO PROMOTE  
OFFA IN YOUR WORKPLACE**

**GOOD LUCK**

***p.s. ...***

***Have you signed up yourself?***