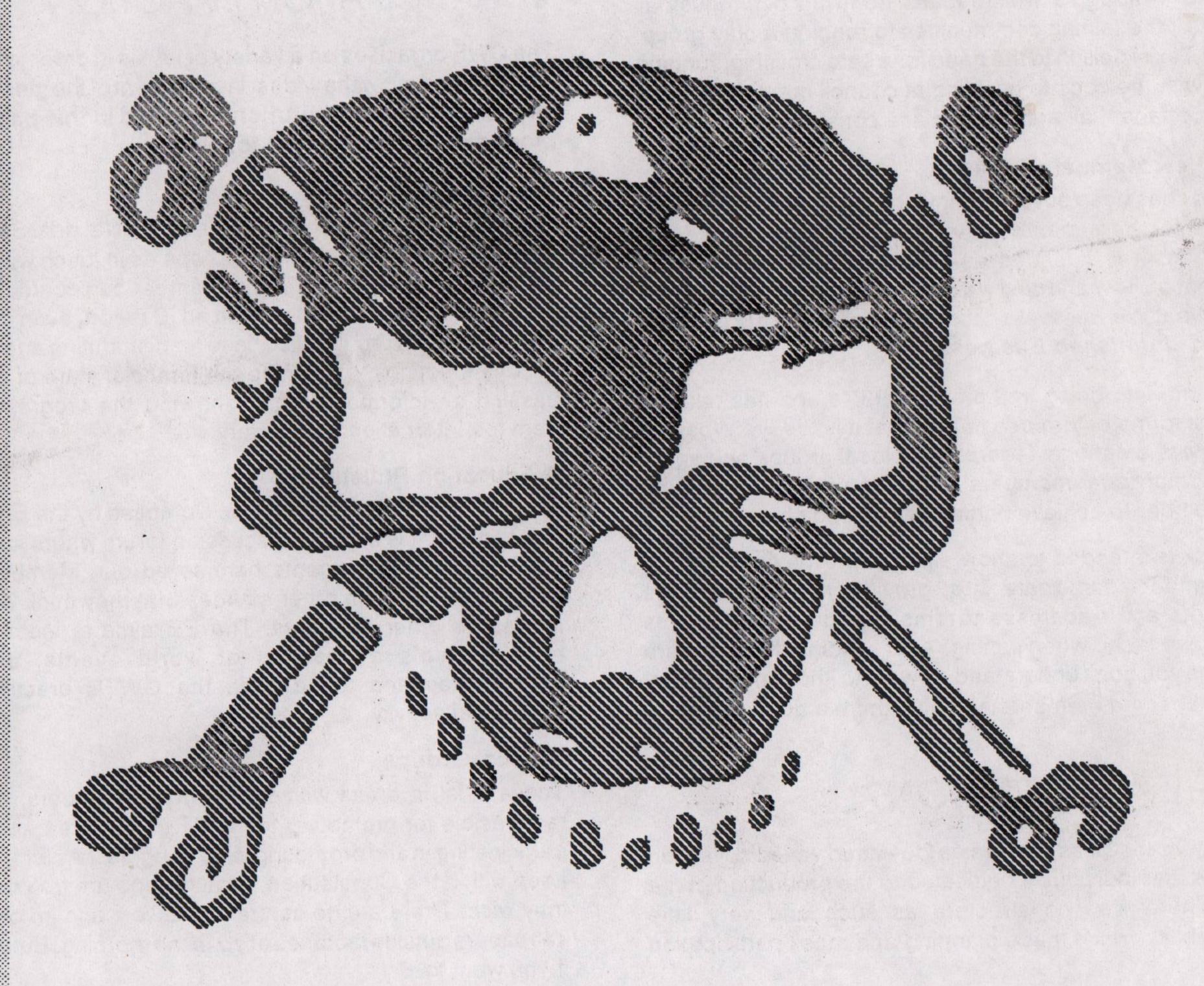
# Class War Federation



New Members Pack

# ♦ NTRODUCTION

# Welcome to the Class War Federation!

Britain's most notorious revolutionary group. It is possible that the impression our paper has left you with has given you a lot of expectations about the Federation.

Don't get us wrong. we know that the Class War Federation is the most dynamic, democratic organisation around, but joining the Federation is not going to cure all our ills.

Because we have no central committee and no formal leadership, we don't want to and don't feel capable of handing you political activity on a plate. Local group activity will vary from area to area within the federation.

Class War is not the only organisation worth working in, the struggle is taking place everywhere in and out of the political ghetto which Class War is getting out of.

Class War's politics, like those of our class at large, are not confined to any one area of the class struggle ie., trade unionism - which is the be all and end all to some lefty groups. Politics is life and everything is affected by politics. Our class is locked in struggle which spans from the big 'industrial' clashes of the mining communities to running a play group, the Poll Tax rebellion to the need for a safe crossing, running battles with the cops to heckling at council meetings. Each is of importance, all are taking place constantly.

#### The New Members Pack

This pack has been put together to try and make it as easy as possible for new members to find their way around the Federation. It is intended as a resource, not a full scale document on how and why we came about, that's all covered in the "What We Believe" section in the paper, This is Class War and Unfinished Business.

CWF came into being in the early 1980's and has taken a variety of forms before becoming what it is today. What we have now is a national federation of local groups and some isolated, individual members, with international links, who work together to achieve commonly agreed objectives.

This pack is intended to show simply how the CWF works, how members participate in it, provide you with relevant documents, and to address and remove some of the problems others have faced when joining. After reading this there are still things you don't understand, or want to know more about, then collar some members and give them a good grilling.

# ◆ VVHY A FEDERATION?

For many years Class War was a loose and varied collection of groups and individuals dedicated to the production of the paper. There was no structure as such and very little accountability which made planning and mass participation difficult.

Many people think that all anarchists are against organisation. This is not strictly true. In the past, anarchists have understood the need for revolutionaries to join together to achieve common ends. The best statement of this is the "Platform of Libertarian Communists", drawn up by anarchists who had recently seen the Russian Revolution defeated. Although not perfect, this is the model CWF is strongly influenced by, and we recommend you make yourself familiar with it. Unfinished Business gives more information on revolutionary organisation and federalism.

By organising on federal lines we are expressing how we think society as a whole should be organised - through mass participation and control. We aim to show that there are alternatives to hierarchical methods of organising, and that they are successful. After all, you've got to practice what you preach!

# + THE CONSTITUTION

So, in 1990 a constitution was drawn up and accepted to make CWF more effective, accountable and to allow for wider participation. Conditions for membership were laid down to ensure members were of a certain quality and promised commitment.

Although the constitution gives the Fed a more formal foundation, it is not a rigid set of rules and regulations written on tablets of stone, and it definitely hasn't been the answer to all our problems. The constitution is constantly being improved and changed to make the running of the CWF smoother rather than more complicated. If there's anything in it you don't like then bring it then you can try and change it.

# ARTICIPATION IN ACTION

The CWF organises on a variety of levels in order to be more effective and allow the widest involvement of the membership as possible. The constitution provided in this pack gives more details on all of the following.

### Internal Bulletin

The IB is compiled every 2 months by the National Secretary. It is sent to every member and keeps us in touch with what's going on within the CWF. Any member can contribute to it, and all local groups must send in an IB report, even if nothing has been going on. It is also used for distributing agendas for various meetings, explaining the financial state of the Fed, passing on information, and showing the progress report from the International Secretary.

# Education Bulletin

The EB comes out with each IB. Compiled by the Education Coordinator, it is an open discussion forum where ideas can be floated and arguments hammered out. Members also send in articles from other sources that they think will be of interest to other members. The EB aims to increase the membership's awareness of world events, different perspectives and to advance the CWF's practical and theoretical activity.

### Local Groups

These exist in areas with two or more members, and are responsible for promoting the CWF in that area as well as participating in and promoting local struggles. As long as they keep within the Constitution, local groups are free to act as they wish. There are no central directives, and no orders to sell papers outside factories at six in the morning. But you can if you want to.

# National Delegate Committee

The NDC meets four times a year and is responsible for the day to day running of the CWF. Every group or region must send a mandated (see below) delegate or a written report if they can't make it. There should also be delegates from the Paper group, the Heavy Stuff Committee, and all national postholders. NDC formulates the short term policy of the CWF.

NDC proposals can be sent to the National Secretary by any member before the specified deadline, as described in the

New Members Pack



constitution (although genuine emergency proposals have been accepted late). They should be clear, well presented and explained. An example of an NDC agenda is included in this pack.

All members should have seen the proposals (often in the IB, or posted out separately) before the NDC. Local groups then choose their delegate, discuss all agenda items and inform the delegate of the opinions or decisions of the group. The delegate is thus mandated and must vote accordingly, regardless of their personal opinions. If you find your delegate acted incorrectly they could be suspended.

On the day of the NDC, all delegates say what they have been told to say and all decisions should be on the basis of support of the majority of the members. In any case, all decisions should be ratified/confirmed or rejected by the National Conference.

#### National Conferences

These are held twice a year (Spring and Autumn) and all members should make an effort to attend. Supporters are welcome but do not have voting rights. As with the NDC, any member can send proposals to the National Secretary and the agenda goes out to all members before the conference. The NDC before the conference accepts amendments to proposals and sets the order in which proposals will be taken. Members then receive the final agenda and conference details.

This is the supreme decision making body of the CWF and voting takes place on a one member one vote system of those present. It is not a delegate conference. The National Conference acts as a forum for developing CWF strategy, ideas and policies. It also acts as a social occasion, bringing together the majority of the membership and improving communication and co-operation.

The CWF has several subgroups. These are:

# Regional Committees

These coordinate actions between local groups within a region and are used to improve communication and support regionally. They are organised by the members within the region in the best way they see fit, and may not exist at all in regions with few members. The committee can also organise regional conferences, for all members and supporters in the region to attend.

## Paper Delegate Committee

The PDC meets twice a year and consists of mandated delegates from each group/region and is responsible for the political direction and content of Class War. Bristol CW are the current Paper group. They edit the paper and see that it gets printed. Their role is decreasing as More pages are being handled by sub-editors (local groups) who deal with different topics. If you want to write an article for the paper then do it, making it clear what the main points you want stressing are. Send it to the Paper group, or relevant subeditor, - on paper or disc (Mac) - and they'll fit it in, 90% of the time. Bristol should be able to tell you who handles what. Don't worry if you can't get the hang of writing in the CW stylee, they'll see to that. You'll get the hang of it eventually. Your group secretary should tell you when the deadlines are and if you need help in writing articles just ask someone who's done it before. It's as easy as that.

## The Heavy Stuff Committee

This is responsible for producing The Heavy Stuff, supplied with written contributions from the rest of the Federation. This is taken on by a single group at present and HS is produced just like the paper.

## The Merchandise Crew

These members are responsible for coordinating the production and distribution of all CWF merchandise, eg. Tshirts, stickers etc. Any new designs come from the members, are circulated in the IB, and decided on at NDC.

# ATIONAL POSTHOLDERS

The CWF has several national post-holders. These people are not paid and are elected at every national conference. You could be one too after a year's membership! These posts were created to make sure things get done on a national level within the Fed and the job descriptions can be found at the end of the Constitution.

It is common for two members to share one post where convenient, and for one member to hold two posts eg. National Secretary and Membership Secretary combined. The maximum period a post can be held for is 2 YEARS, All postholders are directly accountable to the membership and procedures exist so that they can be reprimanded, suspended or sacked at any time.

# IVERSITY IS STRENGTH

Our class is diverse. Some areas are virtual 'no go areas' for the state, others are very quiet and relatively subdued. Our communities vary from multi cultural with no one big employer (ie., inner cities) to the virtually all white mining communities, rural, urban, Scottish, Welsh, northern, southern, coastal....and within each community there is tremendous diversity again.

There are a huge range of issues around which sections of our class are continually engaged in struggle with the powers that be. Tactics employed and the demands made will vary dramatically and are constantly developing.

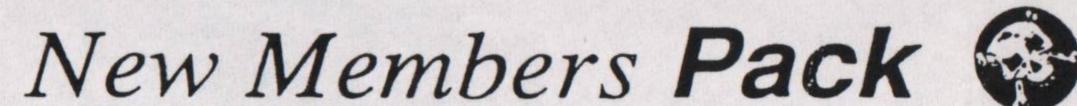
And so the skills needed by people in the federation are diverse. We must aim to take part in as many struggles as we can (within our limitations.) It's not all building barricades and rucking with the bill, if you are lucky those incidents might make up the highlights of your political life. Accepting this will stop you becoming disillusioned and help you maintain your active involvement for longer.

### Formal and Informal Structures

When fighting the class war, our class uses many different structures which we will term formal and informal. Formal covers all struggle that is organised through pressure groups, tenants groups, trade unions, political groups and parties, where people come together with a specific political objective. Activities typical of formal organisation are strikes, marches, rallies, pickets, lobbies, stalls, spreading propaganda, etc..

Informal covers anything that isn't controlled by an organising/ campaign group. Instead it originates from the informal relationships that exist between us, ie. friends, neighbours, families, a crowd. The type of activity that comes out of our social interactions are shoplifting, theft, riots and punch ups with the bill, non payment, frauds, vandalism, community policing etc.

There is often an over lap between these two forms of organisation and we have seen how effective we can be when that happens. The Anti-Poll Tax Campaign was a classic example. There was a lot of formal organisation meetings, stalls, leafleting, petitioning, marches, and pickets which were really effective. But at the end of the day it was when the informal organisation really took off that the end





Was in sight for the hated tax. When millions refused to pay. When people unleashed their anger at town halls and of course Trafalgar Square, much to the horror of the (formal) 'organisers'. Another example was the miners strike and the actions that were taking place outside of the control of the NUM such as the hit squads and the daily actions of the communities.

# The Only Way Forward?

Defeat often occurs when both structures fail to interact. The strike that is contained by the union (thereby limited to formal organisation only), the often pathetic anti cuts campaigns which don't make any real inroads into our class and so fizzle out after the odd protest by 500 lefties/trade unionists. On the other hand, there's all the things that everyone moans about (ie. bad housing) but nothing ever happens because there is no formal organisation to bring all the dissatisfaction together.

Many on the Left fail to see the importance of the informal structures and the need to expand struggles to include both forms of organisation. Some of them fear anything other than the formal activities because they know they don't control people in their social groupings and things (some even illegal!) might happen that discredits the 'good name' of their organisation and it's relationship with the authorities (remember Tommy 'The Grass' Sheridan and Militant).

#### A Poisonous Cocktail

In order to bring us out of the downward spiral of defeats and disillusion that the left have subjected our class to over the past century we have got to act to produce this cocktail of formal and social organisation that is so poisonous for the ruling class.

To do this we need to understand and get involved in our local formal and informal structures

# ◆ INVOLVEMENT

#### In Formal Structures

You or your local Class War group may decide to focus on a particular current campaign ie., a strike support group or campaign against a planning application to build a toxic dump next to a school. The main thing that you may find you have to address is the hierarchical and restrictive (ooh we can't do that it's illegal!) practices of the left and local 'snitch on your neighbour' stylee liberals. Don't under estimate them they can (and have done for many yeas) form an incredible block on any effective action. They can have considerable influence through their skills in meetings, perseverance and the back up of their allies throughout the labour movement.

To combat these reactionary stiffs you will need to develop meeting skills so that you can counter their proposals and also have an influence on the agenda for the group. You will need to have the confidence to put forward proposals and the political clarity to be able to argue their worth. Most importantly there's a range of skills that enable you to take an active role in the group other than just sounding off! Apart form minute taking and chairing within the meeting other skills include writing, designing and producing propaganda (leaflets, placards, banners), communication skills for on the streets, fundraising, mobilising and general organisational skills.

#### In Informal Structures

You should already have some involvement here, we all have some interaction with friends or neighbours. But there has been in the past and there will be in the future people who are into community politics and yet do not have anything to do with their immediate neighbours. Communication is the key,

if you aren't communicating with people you don't know what is happening or where people are at. The primary means of communication is talking to people - getting in on the local grapevine. The informal structures can also be affected by graffiti, stickers, newsletters and broadsheets. If you work effectively then you can soon come to a point where other outlets become available to you, ie. newsagents selling CW.

There's numerous ways of getting a better grounding in your local community from joining the local social club to simply saying hello to people that you recognise. It's all about setting up some basic level of contact which can be developed and putting Class War politics into all aspects of your life. This doesn't mean you have to be constantly 'talking politics' because talking about kids, holidays, getting drunk, noise last night, the buses, Mrs. Jones down the road etc. is politics.

Being involved in Class War is much more important than attending a few meetings, going on a few demos and having a couple of wicked posters on your wall. Class War is about building for the revolution. We are serious and we know that the revolution isn't just around the corner. It will be a long struggle that requires dedication and commitment. But there's a lot of laughs on the way and a lot of support can be found in the Federation.

# SKILLS AND RESOURCES

We many of the necessary skills in the Federation and you can offer your skills and experiences or call on other peoples experience through your local group, day schools, the internal bulletin and the education bulletin.

The CWF produces a lot of merchandise which is available to members and non-members. This can be obtained from your local group, the Merchandise Secretary, or from the National Merchandise Coordinators.

You may want to discuss something with any of the National post-holders. Their contact addresses should be in the paper. Contact the National Secretary if you have difficulty.

Within the CWF there are people with a wide range of knowledge and skills. In order to be as effective as possible we should draw on these as individuals or groups and attempt to develop as many skills as possible. If you want to do something, for example, organise a public meeting, or produce a news sheet, but aren't sure how to go about it, then ask around in the Federation.

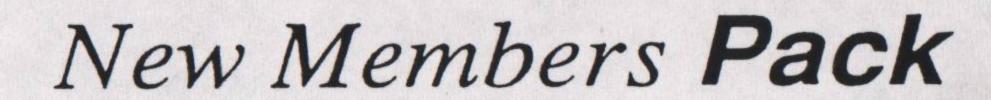
# + CONCLUSION

We hope this small pack has been of use to you. As always, if you're still in the dark on some vague aspect of the Fed then ask a member or two and you should get to the bottom of things. But on some occasions lessons are learnt from bitter experience. If you want to set up a new local group, then a similar pack to this will be available soon to help you do just that. Until then, meet your nearest group, or come to a conference where you'll find plenty of help and advice.

The class struggle constantly throws up new challenges and fresh responses - that's the beauty of it. Wherever there are classes there will be class war. We need to be on our toes to keep up with the times, while always remembering our history and remaining revolutionaries. That is our task.

Our Day is Now!

3



# THE CONSTITUTION

# OF THE CLASS WAR FEDERATION

# 1. NAME AND STRUCTURE

The name of the organisation shall be the Class War Federation. For the purposes of the Constitution its shortened form shall be the CWF. The CWF is an organisation of local groups and individuals federated at local, regional and national levels. The CWF is a membership organisation.

# 2. OBJECTIVES

- a) The destruction of Capitalism, the class system and all other forms of hierarchy.
- b) The creation of a free, equal, World society based on need not profit. This will be achieved through independent, working class revolution.
- c) To agitate for the above amongst the working class in the communities and workplaces of Britain and around the World.
- d) To educate ourselves and the rest of the working class about our history, the nature of capitalist society, the ways in which it can be destroyed and how we can create the foundations of a better society.
- e) To organise ourselves in a libertarian manner so that we can perform these tasks efficiently and effectively.
- f) To promote and assist in the formation of similar organisations and to make contact with those that already exist with a view to building an international organisation.
- g) The CWF is totally committed to equality for all members of our class. The CWF will fight bigotry and prejudice in the community, the workplace and on the streets.

# 3. MEMBERSHIP

#### 3.1 Acceptance into membership.

- a) Membership of the CWF is open to anyone who has a basic understanding of the Aims and Principles of the CWF.
- b) Prospective members must undergo a three month period as a member. During this time they should be active within the CWF to the best of their ability. Where no local group exisists they may be active with other prospective members. They should also receive and understand the 'new members pack'.
- c) After the trial period is over local groups or regional conferences may grant suitable prospective members full membership.
- d) A one off joining fee of £5 waged or £2.50 low/unwaged will be paid to the local group treasurer which shall be forwarded to the National Membership Secretary. Once the Nat. Membership Sec. has confirmed this payment to the local group treasurer or secretary the prospective member shall be considered a fully paid up member.
- e) Prospective members denied membership have the right to have their case investigated by an independent CWF member selected by the NDC from outside the region concerned. The outcome of the investigation must be ratified by the NDC. The prodpective member then has the right to appeal against the decision of the NDC at the next National Conference.
- 3.2 Membership shall imply certain rights and obligations.

#### 3.3 Members shall have the right to:

- a) participate in the decision and policy making process of the CWF at all levels, subject to the conditions of this constitution;
  - b) hold a CWF National Post after 12 months of being a member;
- c) be informed of the affairs of the CWF through a national internal bulletin and local newsletters;
- d) organise together with other members to encourage a certain policy, interest or strategy within the CWF.

#### 3.4 Members shall be obliged to:

- a) agree with and show a commitment to develop their understanding of the Aims & Principles and Constitution of the CWF;
  - b) participate in the CWF to the best of their abilities;
- c) members shall pay a monthly membership fee of £5 waged, £2 low/ unwaged. The local group treasurer shall keep £2 or £1 out of every member's monthly fee for local group funds. All membership fees and subscriptions will be waved for those with no income e.g. school students, prisoners.
- d) A member shall be considered in 'good standing' providing their membership fees are no more than two months in arrears. Members not in good standing will not be able to vote at National Conference.
- 3.5 It is accepted that as well as activists there are many others who support our ideas. Therefore the CWF shall make the following provisions for 'supporters'.

# 3.51 Supporters shall:

a) subscribe to the regular National Supporters Bulletin, produced by the

National Supporters Secretary, and shall receive local newsletters as and when produced;

b) participate to the best of their abilities in CWF social and educational events, and attend local, regional and national meetings of the CWF.

## 3.5.2 Local and Regional groups shall:

a) make every effort to encourage supporters to become full members of the CWF through the organisation of educational events and by allowing access to as many meetings as possible;

b) make CWF internal documents available to supporters, where the local group feels it necessary, so they may understand how the CWF functions.

# 4. ORGANISATION

# 4.1 The Class War Federation shall be divided into the following Regions:

E. Scotland W.Scotland Wales and SWest The North
East Midlands East Anglia North East North West
West Midlands South East London

4.2 In each Region there shall be a Regional Committee, the make up of which shall be the decision of the members within the region, accepting that it must provide for an input from each and every member.

## 4.3 The Regional Committee shall be responsible for:

- a) ensuring that the policies of the CWF as decided by National Conference and the National Delegate Committee are implemented in the Region;
  - b) co-ordinating the regional development of the CWF;
- c) providing a report on the growth and activity of the CWF in the region to the Internal Bulletin.

#### 4.4 Formation of new local groups

- a) Where two or more members in good standing live close enough together, and feel confident and able to form a local group, they may do so providing they give a report on their recent activities and outline their intentions for the near future to an NDC or National Conference where they may be accepted as a recognised CWF local group.
- b) Potential groups denied recognition may appeal to the next NDC or National Conference whose decision shall be final.

# 4.5 The responsibilities of local groups shall include:

- a) the distribution of CWF propaganda;
- b) intervention, both passive and active, in the local struggles of the working class;
  - c) the recruitment of new members into the CWF;
- d) electing and mandating a delegate to attend National Delegate Committee meetings. If a group or region is unable to send a delegate to the NDC they must send their views in writing to the National Secretary;
  - e) promoting locally the Aims and Principles of the Class War Federation;
    f) sending reports of their activities to every Internal Bulletin and National
- Conference whether or not their members are attending the conference;
  g) the election of a group secretary who shall keep in contact with other
- group secretaries.

  h) self-education.

#### 4.6 Suspension of local groups and regions.

- a) Local groups and regions that do not send a delegate or a written report to an NDC; that do not send a group report to National Conference; or have less than two members in good standing, shall be suspended. The nearest group should take steps to recover any money due, and mail, within one month of the NDC or National Conference.
- b) All members of a suspended group shall also be suspended as it was their inaction that was the cause of the group's demise. Suspended members have the right of appeal to the NDC or National Conference.
- c) A suspension may be lifted when group members resume their full responsibilties as stated in 4.5.

# 5. POLICY MAKING

5.1 The formulation and development of all CWF policies shall involve as many members as possible through direct participation in an accountable and democratic decision-making process.

#### 5.2 National Conference.

a) The National Conference is the supreme decision-making body of the Class War Federation. It is not a 'business' meeting - such matters should be dealt with at NDC meetings. Its main purpose is to act as a forum for developing

CWF CONSTITUTION PAGE 1

CWF strategy and policies.

- b) The National Conference shall be held twice a year in the spring and autumn.
  - c) All members shall be entitled to attend Conference.
- d) Supporters may attend as observers at the invitation of a local group or Regional Committee, subject to availability of space. Observers have speaking rights but no voting rights.

e) The agenda for the National Conference shall consist of the following:

Opening speech

Reports from all National Postholders

Election of all National Postholders

Reports from local groups and regions

Recognition of new local groups

Ratification of all NDC policy decisions

Motions on the Constitution and Aims & Principles

Other motions

Closing speech

- f) Changes to the Constitution and Aims & Principles require a two-thirds majority of those members present and voting. A simple majority is enough for elections, ratifying NDC policy decisions and other motions.
- g) Conference motions must be submitted to the National Secretary at least eight weeks before the Conference.
- h) The National Secretary shall circulate a preliminary agenda to all members at least seven weeks before the Conference.
- i) Ammendments to motions must be submitted to the NDC not later than four weeks before the Conference. Genuine emergency motions may be submitted as late as necessary.
- j) The final agenda shall be sent to all members at least three weeks before the conference.
- k) A professionally staffed creche shall be provided if needed. Two weeks notice of the attendance of children will be needed.

## National Delegate Committee (NDC).

- a) The NDC shall meet four times a year. The NDC shall be the principle decision-making body of the CWF between National Conferences. It shall be responsible for the daily running of the CWF and ensure National Conference decisions are executed.
- b) The NDC shall formulate the short term political policy of the CWF between National Conferences within the framework of the Constitution and the Aims & Principles. It shall, develop National Action Plans for growth, recruitment, intervention in the struggles of the working class, and shall ensure that such policies are acted upon by the CWF.
- c) All short term political policy decisions made by the NDC must be reported to the next National Conference where they can be accepted, altered or rejected by the membership.
  - e) The NDC shall consist of the following (in person or in writing):

All National Postholders

One delegate from every local group or region

One delegate from the Paper Committee

One delegate from the Heavy Stuff Committee Other members may attend as observers if invited

e) The quorom for all NDCs shall be 5 local group/regional delegates. NDCs with less than 5 delegates may take place but any decisions made are not

binding and must be ratified at the next NDC. Each delegate shall have one vote. f) Observers have speaking rights but no voting rights.

g) National Postholders have no voting rights unless also attending as local group delegates.

h) Emergency NDC meetings may be called by the National Secretary. At least 72 hours notice is required.

i) All local group NDC delegates shall discuss the NDC agenda with their local group and shall then be mandated. All other members of the NDC are accountable to the National Conference.

j) The NDC has the power to suspend any member in the light of gross misconduct. Where the member is a National Postholder the NDC has the power to elect a caretaker in their place until the next National Conference.

k) The National Secretary shall compile the NDC agenda by seeking items from the membership. The agenda must be circulated amongst the membership at least seven days before the NDC meets. Genuine emergency items may be submitted as late as necessary.

I) The accounts of the Paper, Heavy Stuff and Merchandise committees shall be presented to each NDC. The NDC can decide to re-direct cash between these accounts, and the National account.

m) The NDC shall co-ordinate the agenda for National Conferences.

Regional Committees are free to determine their own policies providing they do not contradict national policy as defined by National Conference or the NDC.

# 6. NATIONAL POST JOB DESCRIPTIONS

### General conditions for National Posts.

a) Postholders must have been a CWF member for at least 12 months. Postholders may remain in their posts for a maximum period of two years. An ex-postholder may not hold another national post in the following 12 months.

- b) A National Post may be held by more than one member at a time.
- d) All national CWF accounts must have at least 2 signatories.

## 6.2 Procedure for recalling National Postholders

a) All postholders shall be instantly recallable.

b) Any member, group or region wishing to recall a postholder shall send a detailed written complaint to the National Secretary (or National Membership Secretary if the former is being recalled) stating why they want the postholder recalled. This letter will be passed onto the person concerned who will have two weeks to appeal to the recaller and the Internal Bulletin.

c) If after two weeks the matter remains unresolved the National Secretary (or National Membership Secretary) shall write to all local groups, using the IB where possible, explaining why the postholder is being recalled. The postholder can defend themselves by writing to all local groups and/or the IB.

d) All local groups then have four weeks in which to send their votesto the National Secretary (or National Membership Secretary). Each group shall have

one vote. A recall vote shall be won on a simple majority.

e) In an emergency, an NDC shall have the power to implement an immediate recall and elect a suitable replacement. This action must be ratified by the National Conference.

### The National Secretary shall:

- a) maintain a record of all CWF groups and the addresses of all group secretaries;
  - b) produce and distribute the Internal Bulletin to all CWF members;

c) be a signatory to the national account;

- d) administer, with the National Membership Secretary, the finances relating to the upkeep of the CWF;
  - e) administer each NDC meeting.

## 6.4 The National Membership Secretary shall:

- a) maintain an accurate national membership list and a clear record of all membership payments;
- b) keep in regular contact with all local group membership secretaries to ensure all members remain in good standing;

c) be a signatory to the national account;

d) keep in regular contact with the National Secretary in all matters relating to the financial upkeep of the CWF.

#### The National Supporters Secretary shall:

a) maintain an accurate list of supporters;

- b) inform each group of their local supporters so they can involve them in local activities;
- c) produce and distribute the quarterly Supporters Bulletin to all supporters that have subscribed to it;
  - d) encourage supporters to become full members;
  - e) be a signatory to the CWF Supporters account.

#### 6.6 The National Education Co-ordinator shall:

a) co-ordinate the Education and Training Programme;

b) co-ordinate the production and distribution of the bi-monthly Education Bulletin to every CWF member;

c) maintain a record of the skills held by the membership and use this where relevant to develop the Education and Training Programme.

# 6.7 The International Secretary shall:

a) keep an accurate record of all international contacts and ensure the membership full access to this record;

b) involve members with language skills, and a strong interest in international work, in communication with overseas contacts;

c) submit regular reports to the Internal Bulletin, NDC and National Conference regarding all publications and mail received (copies available on request), and any invitations to overseas events.

# 7. PUBLICATIONS AND MERCHANDISE

- The CWF shall produce publications and merchandise at a national level.
- The above shall be produced to: 7.2
  - a) promote the Aims & Principles and Constitution of the CWF;
  - b) recruit new members and supporters;
  - c) raise funds for the CWF.
- The National Conference or NDC shall nominate local groups or individuals to produce CWF publications and merchandise.
- 7.4 Those involved in the production of such items shall constitute a subcommittee of the NDC. This sub-committee is bound by NDC policy decisions. These decisions shall not contravene policies decided at National Conference.
- The production of all national publications and merchandise is subject to the approval of the NDC unless already approved by National Conference.

Ratified at the June 1993 National Conference