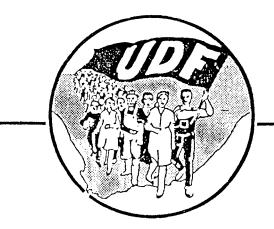
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## UNITED DEMOCRATIC FRONT

WESTERN CAPE REGION P.O. BOX 274 SALT RIVER 7925

16 April 1984

The Secretary

UDF HEAD OFFICE

RE: PROPOSALS FOR NATIONAL CONFERENCE OF CIVIC ORGANISATIONS

Following our decision at the NEC and our subsequent discussions at the National Secretariat, we have discussed the ideas in the Western Cape. Also, in telephonic communication with Popo, we were requested to take initiatives along with CAHAC to implement the plans for a conference.

Attached, are the proposals which emerged from Wetsern Cape consultations. Kindly forward copies of the attached to the major civics in your region and ensure that the discussions are conducted in the appropriate forums.

I will telephone all regional secretaries on Thursday 19 April for a progress report. I realise that this leaves very little time, but as can be gleaned from the attached, these matters demand some urgency.

We await your positive responses.

Yours in struggle

Trevor Manuel Regional Secretary

Please formand copies to TVL; Border; N. Cape & Free State Regions

CIRCULAR: NATIONAL CONFERENCE FOR CIVIC ORGANISATIONS

TO: ALL UDF REGIONAL SECRETARIES FOR REFERAL TO CIVIC ORGANISATIONS

FROM: UDF WESTERN CAPE /CAHAC

The UDF NEC meeting held in Pretoria on 21/22 January decided to implement whatever steps were necessary to convene a National Conference of civic organisations. Subsequently, the National Secretariat discussed this matter at its meeting in Johannesburg on 10/11 March where the urgency of the conference was re-emphasised.

In accordance with the above, our REC has discussed the conference with CAHAC and the following proposals have emerged from these consultations.

#### AIMS

- 1.1 Major thrust should be the discussion of a camapaign around the 'new housing deal', forced removals & local government. Discussions should facilitate the strengthening of civic organisations and the campaign should attempt to bridge racial divisions, urban/rural divisions and organisational uneveness.
- 1.2 Make a political statement (concretised) on the housing crisis.

#### CONTENT

- 2.1 Discussion of the implications of the 'new housing deal'.
- 2.2 Looking at involving civics nationally in the campaign.
- 2.3 Discussing and developing approaches to changed local government, both as Black Local Authorities and Local Councils as per new constitution.
- 2.4 Developing approaches to the 'Koornhof Bills' and forced removals with emphasis placed on attempts at co-option.

#### 3. DATE

- 3.1 1& 2 June: The advantages of this date would be a) the long weekend would allow for a full 2-day conference and facilitate travelling and therefore participation by working people. b) sufficient time would be allowed for the campaign to take shape and possibly climax around the time of elections c) the matters under discussion could be placed on the agenda of civic organisations sooner, thereby giving impetus to campaigns such as forced removals. The major disadvantage is the short time within which to adequately prepare.
- 3.2 Mid- July: The advantages would be a) more time for preparation and consolidation before the conference b) The impact of the 'political statement' would be greater because it will be made closer to the elections. The disadvantages are a) the short time for a campaign to take shape in the community before the elections. b) Reactionaries like the Labour Party have placed a heavy emphasis on housing and are gaining ground by seeking concessions.

## 4. PREPARATION

- 4.1 Discussion of this circular/proposal within civic organisations.
- 4.2 Initial feedback at UDF NEC.
- 4.3 In W.Cape a mini-conference of the rurally-based emerging civic organisations is scheduled for 29 April.
- 4.4 A trip from the Western Cape (CAHAC & WCCA) during early MAY for national consultation, touching at the major centres. If the idea is acceptable, consultations should be held with the primary civic organisations (rather than a few activists) in each centre.

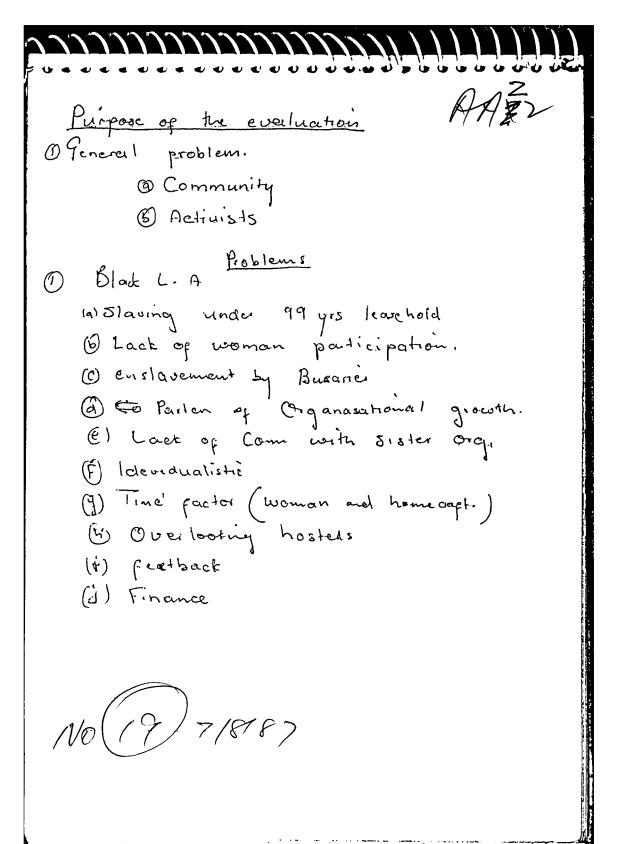
4.5 Establishing a pre-conference National Co-ordinating Committee.

### 5. THE CONFERENCE

- 5.1 Suggested size ±300 i.e 50 per centre/region.
- 5.2 Suggested situation: W.Cape either in Cape Town or one of the inland towns (Motivation to follow)
- 5.3 Consideration needs to be given to the inclusion of groups like trade unions and churches who might share concerns about the matters under discussion.

### 6. FINANCES

Budget to follow.



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  1) President 128418
- 3 Referendum

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- 2.2 Attemps we made by TVL. UDP to send a delegation to meet with the work. housever this was not possible due to tre people preparing N.EC. medling tom Pretonice heart-westend

2.3 Mr Cassim Saloger the executive member at our desposal here at this meeting head the descession on this Issue

Referendeur 3.1 Reading of the P.E recommendation. 3.2. Report of the PE conference

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We have supered eashualties as well.

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Detention of our President and Subsequent trail that insued from that.

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(3) T. I.L & N.I. C. Born.

(4) Box Boycott. = Wednesday.

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\*Natational wordingtor \_ be handled by Gen. Sec. and National Mulo. See. co-ordinator will be experted interclient to be able to understand conditions in various areas asses, evaluated work, bocate weaknesses etc.

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A committee tomprision of the top some lack orgs. to ensure process of unity. Schedule: Sen Secretary must droyt a schedule of NEC and National Secretariat meetings, r Schedule must regions

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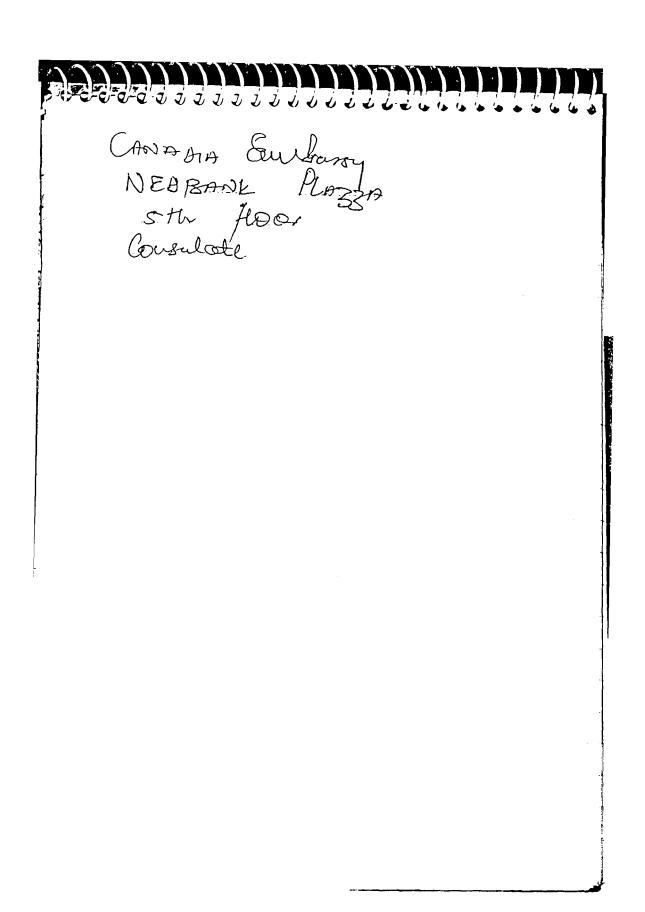
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3. Housing Conjerence discuss with

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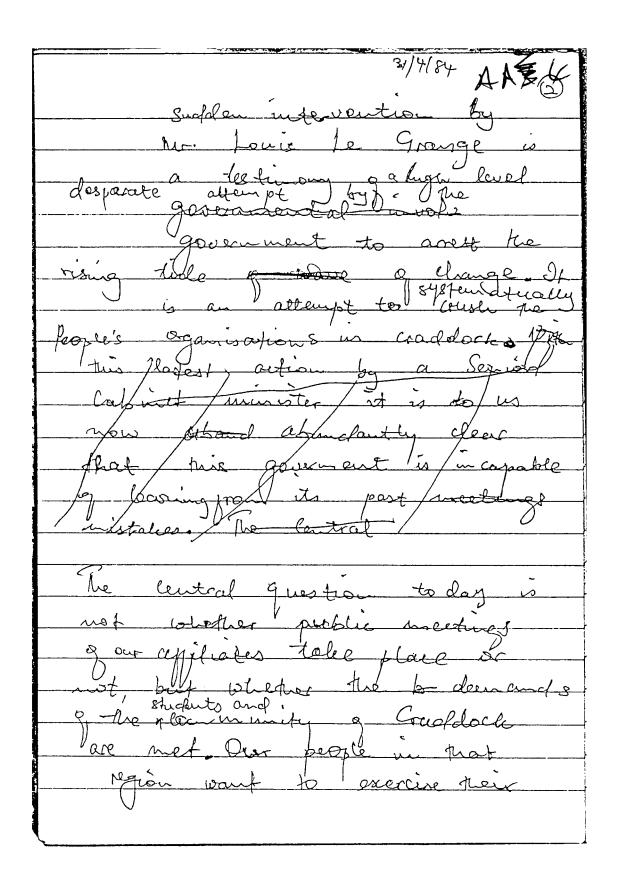
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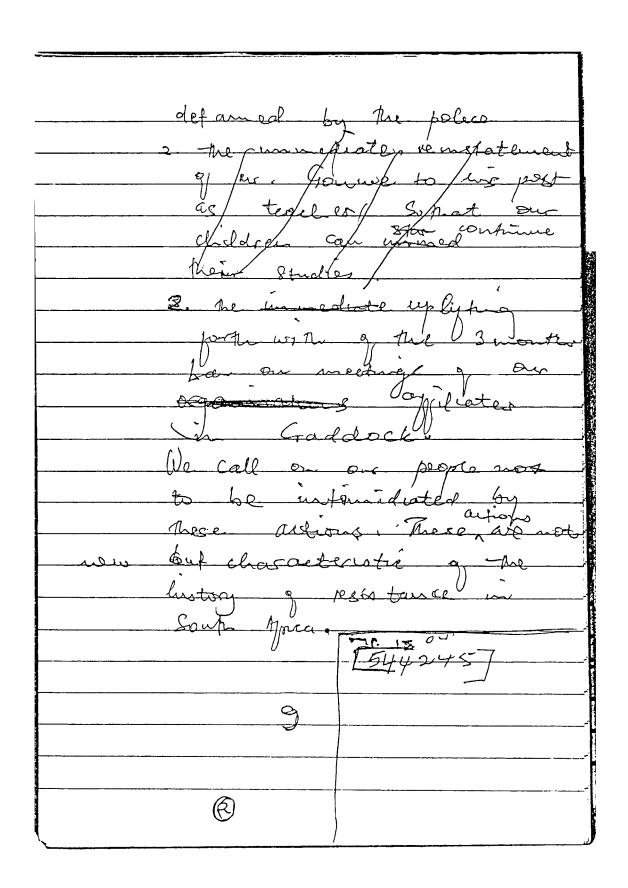
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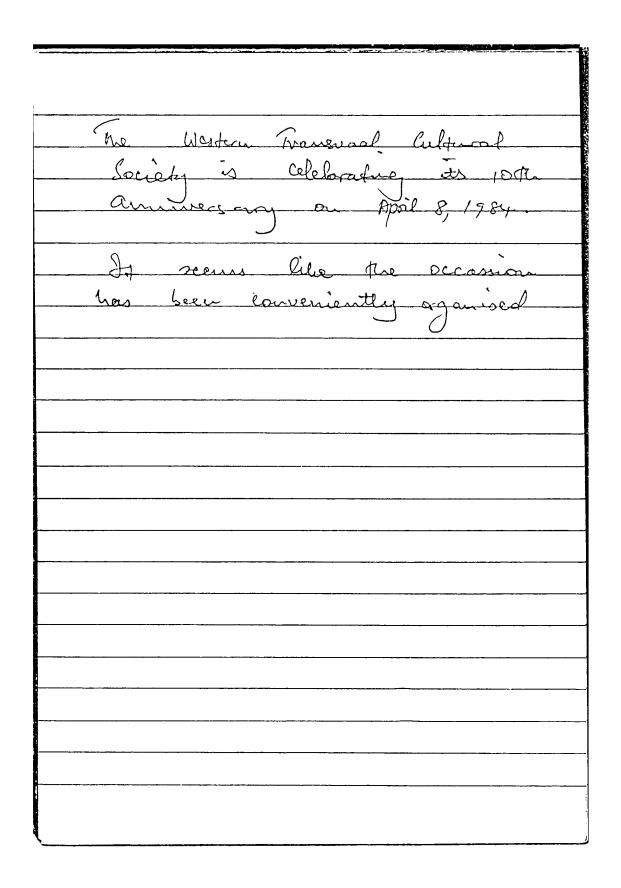
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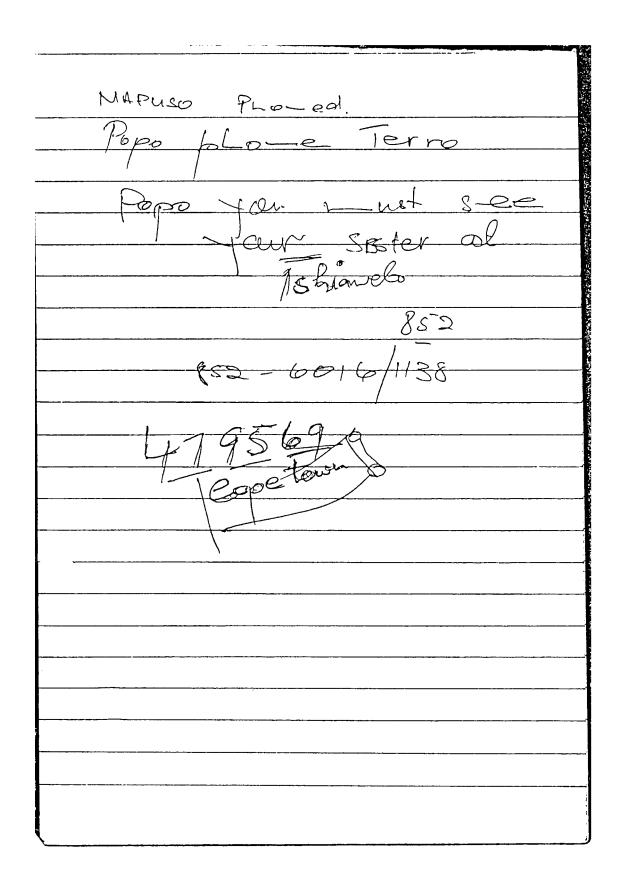
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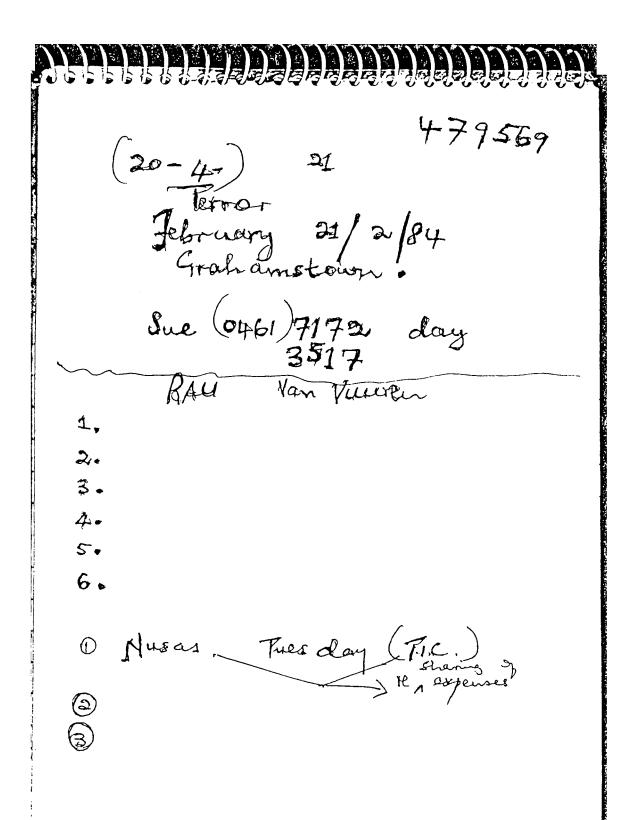


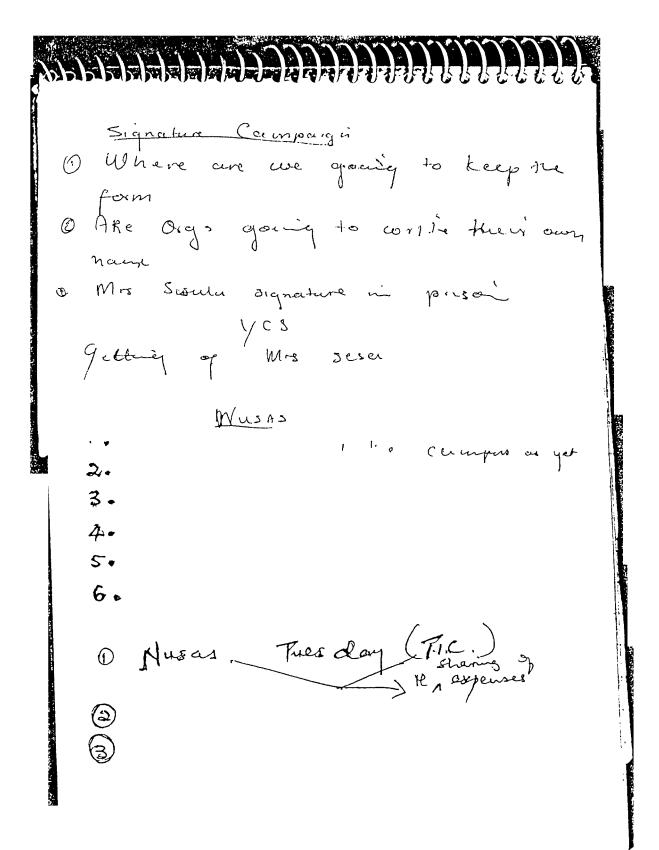




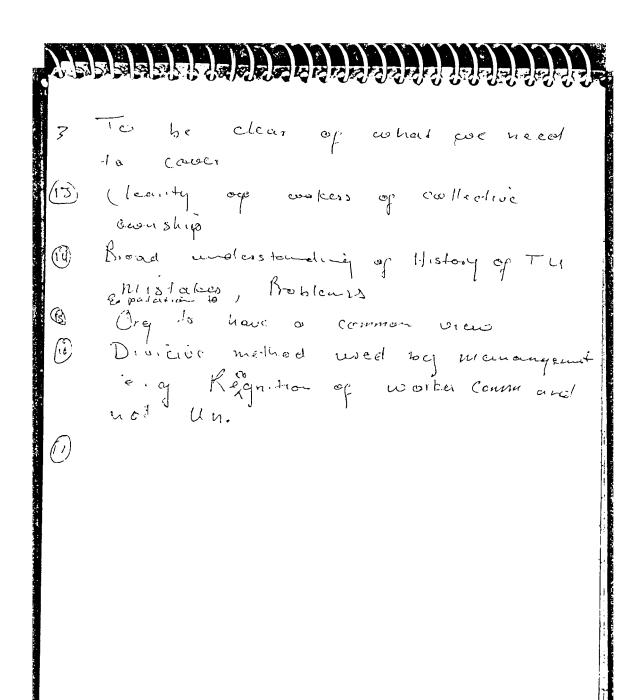
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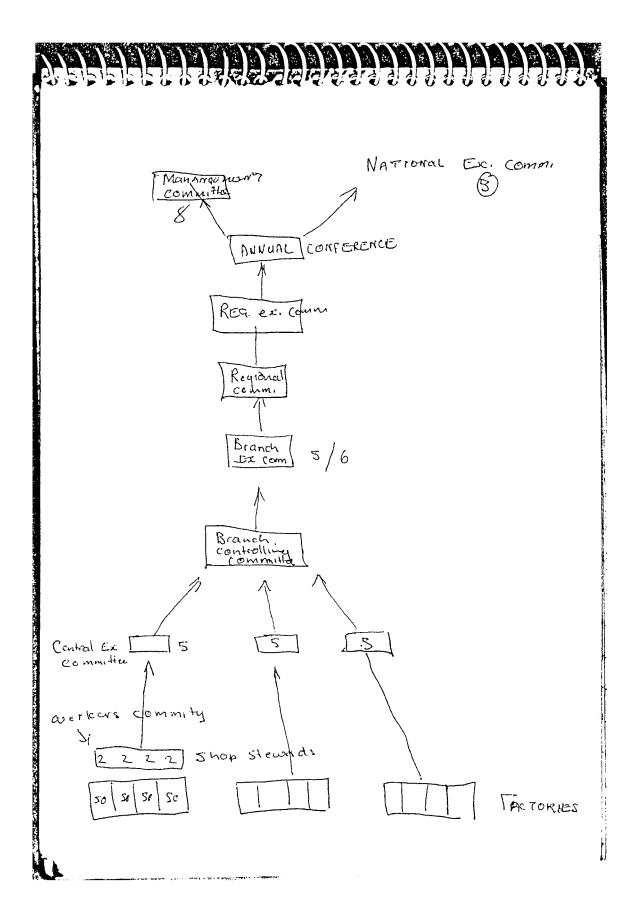
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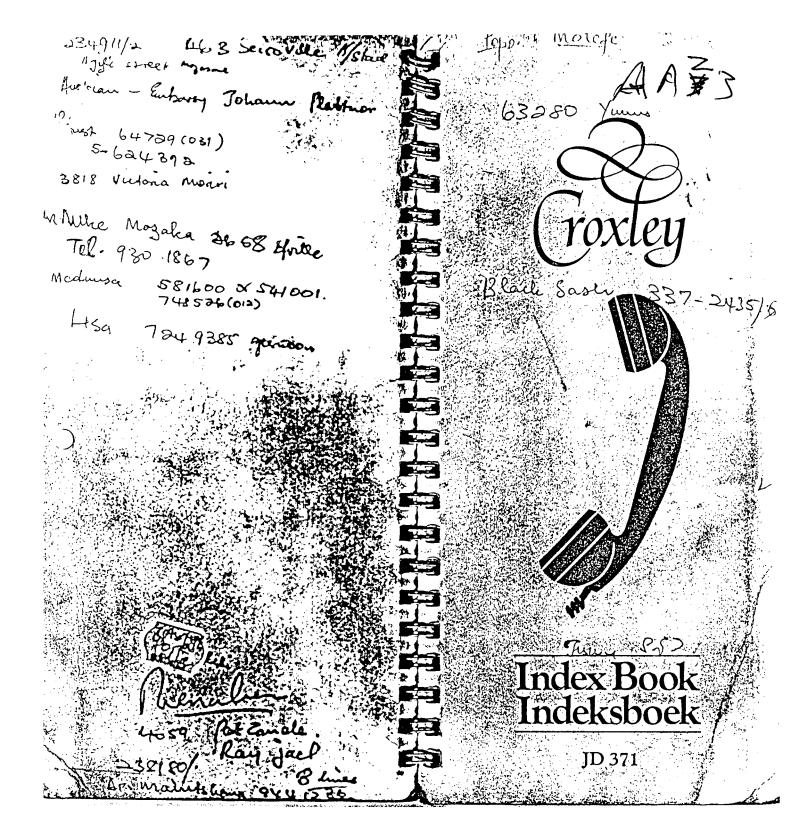




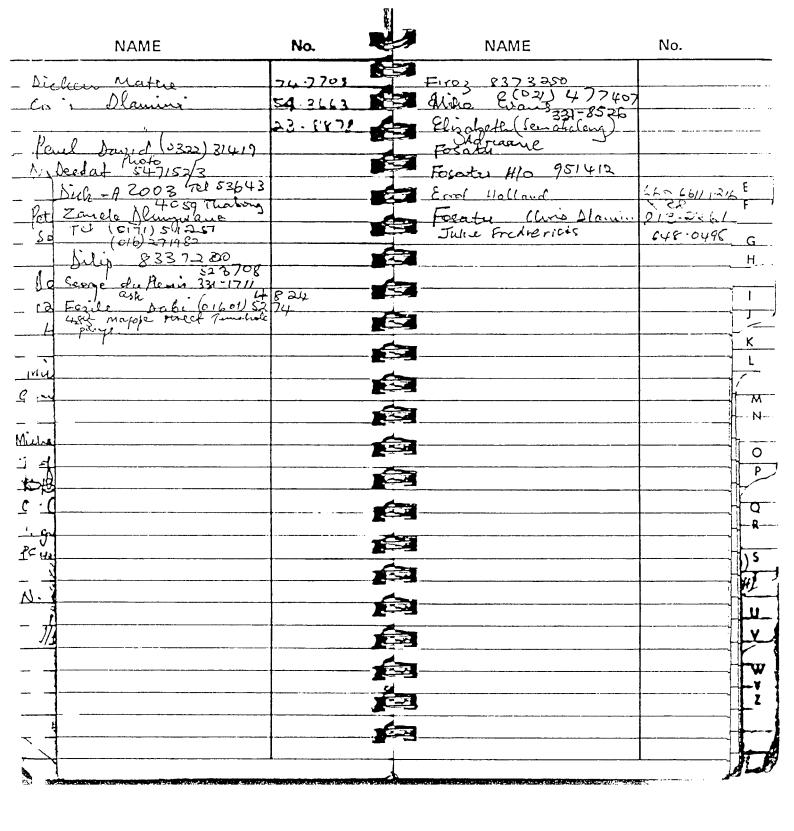
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### THE SOUTH AFRICAN COUNCIL OF CHURCHES

To: The Chairman: Committee of Ten

The Secretary: National Forum Committee

The General Secretary: United Democratic Front

The General Secretary: CUSA
The General Secretary: FOGATU
The Director: SACHED

The Chairman: Black Lawyers Association

The President: NAFCOC
The President: ATASA
Urban Rep INKATHA

Secretary: Belydingkring (former broederkring)

#### Dear Friends

I have been asked by the Carnegie Corporation in New York to convene a representative and broad based meeting on Friday April 13th at Khotso House, 42 De Villiers Street in the 3rd Floor Board room starting at 9am and finishing at 11am.

Top ranking leaders of the Carnegie Corporation will be in Johannesburg for only a short while enroute to Cape Town to attend the major Conference on Poverty which is a culmination of the two year study undertaken under the leadership of Professor Francis Wilson.

They want to meet with the broadest spectrum of black leadership to help them formulate their policy regarding further financial involvement in South Africa. I suggest that you send not more than 2 black representatives of your organisation, and I hope that we may be able for that meeting not to let ideological differences prevent us from sitting round the same table for the good of our people.

I look forward to hearing from you at your earliest who your representatives will be.

May God bless you richly and may you have a glorious Easter.

Bishop Desmond Tutu

General Secretary: SACC

3 April 1984

/gtl

0598D

The General Secretary United Democratic Front P O Box 25063 FERREIRASTOWN

#### UNITED DEMOCRATIC FRONT - MILLION SIGNATURE CAMPAIGN

#### ORGANISING HANDBOOK

#### SECTIONS TO THE HANDBOOK

- 1. HOW TO USE THE HANBOOK
- 2. PREFACE
- 3. INTRODUCTION
- 4. PREPARATION
- 5. THE CAMPAIGN
- 6. EVALUATION

#### HOW TO USE THE HANDBOOK

PROVIDES GUIDELINES ON HOW THE HANDBOOK CAN BE USED EFFECTIVELY. MAKES THE POINT THAT THERE IS NO SUBSTITUTE FOR THE CREATIVITY THAT EMERGES WHEN A GROUP OF ACTIVISTS PLAN A CAMPAIGN, BUT THAT THE HANDBOOK CAN BE VERY USEFUL.

#### PREFACE

A SHORT PIECE ON THE UDF, MILLION SIGNATURE CAMPAIGN AND THE AFFILIATE.

#### INTRODUCTION

- HISTORIC DEVELOPMENTS BRIEF
- THE PRESENT PHASE UDF PHASE
- HISTORY OF UDF ITS CAMPAIGNS
- SUPPORT THE UDF ENJOYS
- UDF ORGANISATIONAL APPROACH
- THE OBJECTIVES OF THE M.S. CAMPAIGN

#### PREPARATION

INTRODUCTION - WHY IS PREPARATION IMPORTANT

PLANNING - WHY

- HOW TO DO IT
- DRAWING UP A SCHEDULE FOR THE CAMPAIGN

SETTING UP A COMMITTEE - RECRUITING - INDIVIDUALS AND ORGANISATIONS
- MEETING , SETTING UP A STRUCTURE THAT
ALLOWS FOR DEMOCRACY, MAX. PARTICIPATION.

#### TASKS OF THE COMMITTEE

- 1. BUILD ORGANISATION A SHORT INPUT ON ORG.
- 2. GETTING TO KNOW THE AREA
  - THE RESOURCES THAT ARE AVAILABLE EG. VENUES
  - THE AREA, ITS PHYSICAL DETAILS EG. HOUSES, CHURCHES NO. OF PEOPLE AND OTHER RELEVANT STATISTICS.
  - THE PEOPLE, HISTORY, SOCIAL CONDITIONA AND THEIR VIEWS, OPINIONS AND LEVEL OF AWARENESS GENERALLY.

#### 3. TRAINING

- WHY IS IT IMPORTANT
- IMPORTANT CONSIDERATIONS FOR TRAINING
- TYPES OF TRINING
- THE WORKSHOP DETAILS OF HOW TO ORBANISE A WORKSHOP THE AIMS AND SUGGESTION OF HOW THESE CAN BE ACIEVED,
- A PRACTICAL EXPERIMENT, INTHE FIELD TO TEST OUT THE THEORY. DETAILS OF HOW THIS CAN BE ORGANISED.
- 4. EVALUATION ABD ASSESMENT
  - EVALUATING THE APPROACH TO FIELD WORK, CORRECTING
    THE ERRORS MADE IN THE EXPERIMENT AND DEVELOPING
    THE CORRECT STYLE OF DOING WORK. MAKING AN ASSESMENT
    OF THE PEOPLE, LEVEL OB AWARENESS, ETC.

#### 5. THE CAMPAIGN

APPROACHES TO THE CAMPAIGN - SIGNATURE AND ORG. INTENSIVE

SCHEDULE FOR THE CAMPAIGN

WORKING OUTTHE LOGISTICS

PROPOGANDA - AIMS

- MEANS AVAILABLE, DESCRIPTION OF TYPES AND HOW THEY CAN BE USED EFFECTIVELY.

FIELD WORK - SOME PRACTICAL HINTS

SELF DEFENCE, WE MUST PROTECT OURSELVES, SECURITY CONSIDERATIONS

#### 6. EVALUATION

ASSESMENT OF OUR LEVEL OF ORGANISATION

MAKE A CRITICAL EVALUATION

FOLLOW UP WORK - UDF AND OTHER ORG. WORK.

	END	
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W. W. Wolefe JOF Heav Office Knotso House W. We Villiers Street Johannesburg

PRIORITY MAIL VOORKEÜRPOS

#### FOR COMMENT AND ADVICE

#### 1. PROPOSAL FOR BRAINSTORMING BY S.C.A.:

It is proposed to present a training programme for the Executive officers and personnel of interested community service organisations at the Wilgespruit Fellowship Centre over three week-ends in May, June and July.

(A) THE FIRST WEEK-END WORKSHOP WILL BE CONDUCTED ON MAY 4th - 6th, 1984

It is proposed that this workshop should deal with two primary training elements:

SELF-AWARENESS TRAINING (Leadership is based upon self-awareness and personal relationships and influence) i.e.:

- (i) a socio-psychological examination of selfidentity; of group identity; of personal ambitions and fears; of group aspirations;
- (ii) the examination of individuality; selfconsciousness; group consciousness;
- (iii) the skills of building self-confidence and of psychological liberation; motivational skills; leadership skills.

#### PROPOSED TRAINERS

Prof. Martin Nasser (Unisa); Prof. Strumpfer (Wits Business School); Connie Pretorius (Medunsa); Tempe Ramagopa (Family Life Centre).

#### 2. COMMUNITY STRUCTURES AND DYNAMICS:

i.e. (i) the examination of the influence and interaction of economic, social and political factors in structuring the South African econo-political system; the analysis of the "national dynamic"; community perceptions; attitudes; hopes and fears.

#### PROPOSED TRAINERS

Prof. Jeremy Keenan (Wits); David Webster (Wits). (ii) an examination of the psychological impact of this "national dynamic" on legally disadvantaged communities.

#### PROPOSED TRAINER

Prof. Chabani Manganya.

(iii) an examination of the community structures and dynamics of Soweto; Soweto in the national context; Soweto as a model for community action.

#### PROPOSED TRAINER

> Leila Patel (Wits).

(B) THE SECOND WEEK-END WORKSHOP WILL BE CONDUCTED ON JUNE 1st - 3rd, 1984

It is proposed that this workshop should deal with a further two primary training elements:

## STRATEGIES FOR ORGANISATION i.e.:

- (i) identification of objectives and goals;
- (ii) communication skills;
- (iii) motivational skills;
  - (iv) the decision-making process;
    - (v) strategy planning;
  - (vi) the implementation of decisions;
- (vii) the evaluation of progress;
- (viii) monitoring of success and failure;
  - (1x) formulation of programmes of action.

#### 3. <u>LEADERSHIP TRAINING</u>: AN INTRODUCTION

- i.e. (i) the practice of effective leadership;
  - (ii) leadership responsibilities and perceptions of leadership;
  - (iii) group dynamics;
    - (iv) conflict resolution;
      - (v) mediation and negotiation skills.

#### PROPOSED TRAINERS

Matodzi Liphosa; Anne Mooi.

(C) THE THIRD WEEK-END WORKSHOP WILL BE CONDUCTED ON JUNE 29th - JULY 1st, 1984

It is proposed that this workshop should deal first with:

- 1. A PRACTICAL RE-EXAMINATION OF SELF-AWARENESS AND LEADERSHIP PROBLEMS:
  - i.e. (i) a report-back by participants on difficulties experienced in the practical implementation of self-awareness and leadership training.
- 2. GROUP DYNAMICS:
  - i.e. achievement motivation as power motivation etc.
- 3. CONFLICT RESOLUTION:
- 4. MEDIATION AND NEGOTIATION SKILLS:

It is proposed that the second part should deal with the <u>practical</u> aspects of leadership: i.e.

- (i) how to run a meeting;
- (ii) how to take minutes;
- (iii) financial administration;
  - (iv) organisational motivation etc.

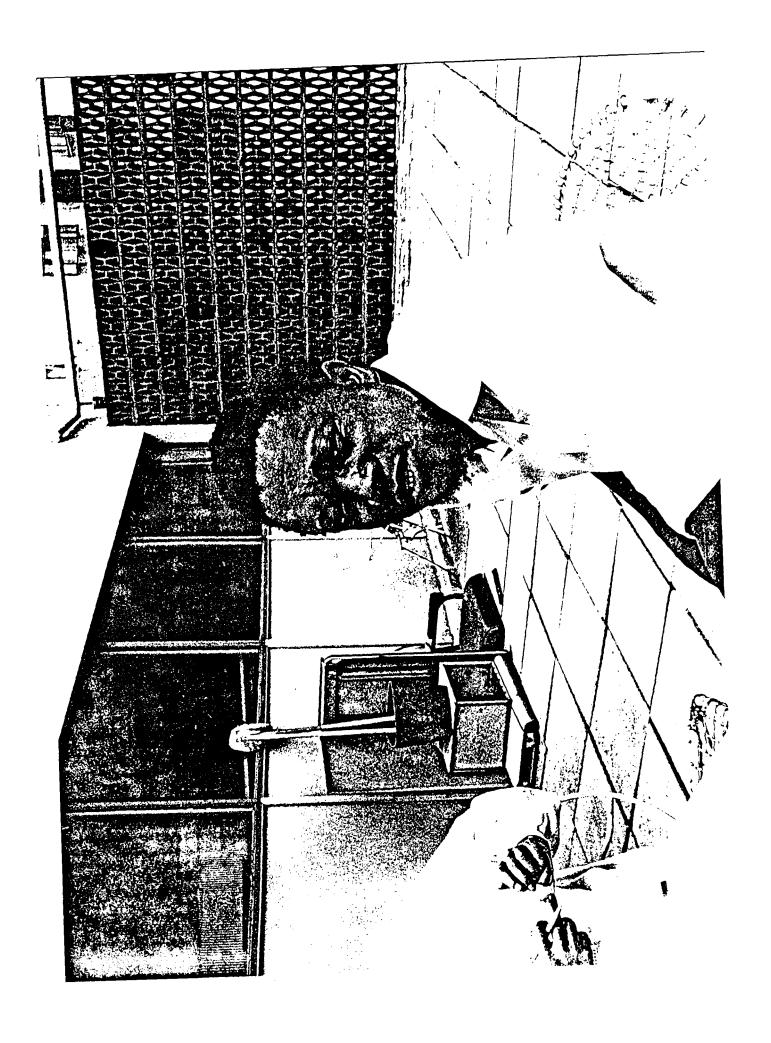
#### PROPOSED TRAINERS

Matodzi Liphosa; Anne Mooi.

Participants will be required to pay a small fee for participation in the programme. This fee will be decided by the executive committee of the S.C.A.

#### DRAFT CONSTITUTION

- 1. The name of the organisation shall be the United Democratic Front Transvaal Region (U.D.F.)
- 2. Membership of the U.D.F. shall be determined by the General Council of the U.D.F. and those mandated organisations present at the meeting of the U.D.F. at Khotso House, Johannesburg on the 21.5.83 shall be the initial membership of the U.D.F.
- 3. i) the U.D.F. shall be managed by the executive committee comprising of a)A president
  - b) At least 2, and at most 5 vice-presidents
  - c) 2 Joint secretaries
  - d) 2 Joint treasurers
  - e) 15 other members elected from the membership of the U.D.F.
  - ii) the function of the president apart from being the head of the U.D.F shall be to preside at all meetings of the U.D.F.
  - iii) In the event of the president being absent, the meeeting shall appoint one of the Vice-presidents to preside.
  - iv) The records of the U.D.F. shall be maintained by the joint secretaries
  - v) The financial records shall be maintained by the joint treasurers.
  - VI) The day-to-day management of the U.D.F. shall be in the hands of the executive committee and this committee shall meet often as is necessary.
- 4. i) The General Council of the U.D.F. shall be its supreme body and shall meet at least once every three months.
  - ii) The General Council shall determine all matters of a policy nature.
- 5. i) The U.D.F. shall operate a banking account and shall raise funds in its own name.
  - ii) At least one of the Joint Treasurers and one of the Joint Secretaries shall operate the banking accounts on behalf of the U.D.F.
- 6. The agenda for a meeting of the Executive Committee shall be drawn up by the Joint Secretaries and the agenda for the General Council Meeting shall be drawn up by the Joint Secretaries in consultation with the President.
- 7. Decisions of the Executive Committee and the General Council shall be the decisions of the majority.
- 8. Any matter not provided for herein shall be determined by the Executive Committee subject to ratification by the General Council.







## SIGNATURE CAMPAIGN

WE, the freedom-loving South Africans, declare for the whole world to know that: WE reject apartheid

WE support the struggle and unity of our people against the evils of apartheid WE stand for the creation of a non-racial democratic South Africa free of oppression, economic exploitation and racism.

WE say:

NO to the new constitution because it will further entrench apartheid and white domination NO to the Koornhof Laws which will deprive more and more African people of their birthright YES to the United Democratic Front (UDF), and give it our full support in its efforts to unite our people in their fight against the constitution and Koornhof Bills.

# MAKE YOUR MARK AGAINST APARTHEID! WE want:

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Rona, ba ratang tokoloho lefatsheng la Afrika Borwa, re batla lefatshe kaofela le tsebe hore:

Rona re hanana le apartheiti.

Rona re tshehetsa tshokollo le kopano ya batho ba rona kgahlanong le bobe ba apartheiti.

Rona re ema le kano ya ho se kgetholle lefatsheng la Afrika Borwa ho se na kgatello, bokebekwa ditjheleteng le kgethollo ka mmala.

Rona re re:

Tjhee, ho molao wa motheo o motjha hobane o tla eketsa apartheiti le matla a ba basweu.

Tjhee, ho melao ya Koornhof e tla timang batho ba bangata ba Afrika Borwa tumello ya tswalo ya bona.

E, ho United Democratic Front (UDF), mme re e tshehetsa ka botlalo boitekong ba yona ho kopanya batho ba rona ntweng ya bona kgahlanong le molao wa motheo o motjha le melao ya Koornhof.

Thina bathandi benkululeko balapha eNingizimu Afrika, sifuna ukuba umhlaba wazi ukuthi:

Asiyifuni i-apartheid.

Sizihlanganisa nomzabalazo, nobumbano ebantwini, silwa nkungcola kwe-apartheid.

Sihlangene ngenjongo yokwakha iNingizimu Afrika engena bandlululo enikeza zonke izizwe zayo amalungelo alinganayo, futhi ekhululekile ekucindezelaneni, nasekuxhashanzweni kwezomnotho nasobandlululweni.

Thina Sithi:

Asivumelani nomthetho sisekelo omusha ngoba uqhubeka nokuqinisa iapartheidi kanye namandla abelungu.

Asivumelani nemithetho ka Koornhof okuyiyona ephula isizwe esimpisholo amalungelo aso okuzalwa, ngamandla amangalisayo.

Siyavumelana ne United Democratic Front, futhi sizoyisekela kuyo yonke imizabalazo yayo yokwakha ubumbano kubantu bonke, nasemzabelazweni wayo wokwenqaba umthetho sisekelo kanye nemithetho esavivinywa ka Koornhof.

Ons, die vryheids liewende Suid Afrikaners, verklaar aan die hele wereld om te weet dat ons:

Apartheid verwerp.

Ons steun die reg en eenheid van ons mense teen die euwels van apartheid aan.

Ons staan vir die vereniging van 'n nie-rasisties, demokratiese Suid-Afrika, vry van onderdrukking, en ekonomiese eksploitasie en rassisme.

Ons se:

Nee aan die nuwe bedeling omdat dit verder apartheid en blanke dominasie behels.

Nee aan die Koornhof wette wat meer en meer swart mense van hul geboortereg sal ontneem.

Ja, vir die UDF en ons gee dit ons volle ondersteuning in sy pogings om ons mense te verenig in die veg teen die nuwe bedeling en die Koornhof wette.