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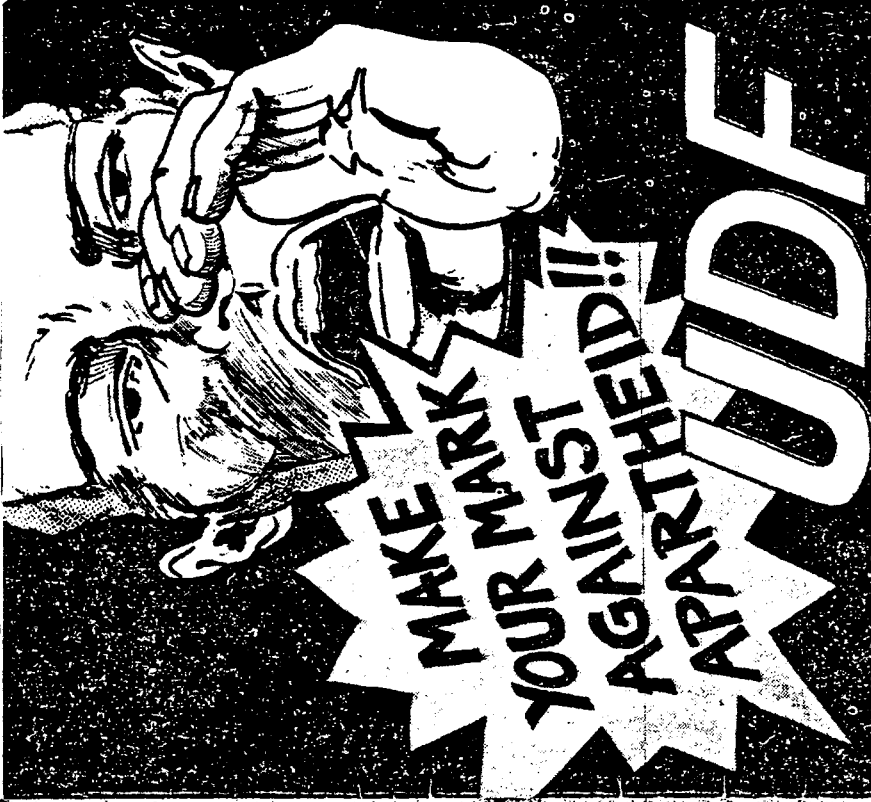
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**The Million Signature Campaign:
A Volunteer's Handbook.**

Errata

1. INTRODUCTION

The name of the second UDF booklet mentioned here is "The UDF One Million Signature Campaign. An Organiser's Handbook".

2. LIST OF TRANSVAAL AFFILIATES

Actstop is not affiliated to UDF.

3. THE KOORNHOF BILLS

The title of the third Koornhof law has been left out. It should read "3. The Black Development Act", and it should come in just after the sentence that reads "UDF was in the forefront of the boycott campaign".

4. GUIDE TO COLLECTING SIGNATURES

There is a section here called Useful things to talk about.

Point a. should give what leaders say about the constitution

and Koornhof laws. Here are some things:

'The government's new proposals are an admission that the present constitution has failed to preserve apartheid. They are destined to fail in the wake of mounting resistance.' — Archie Gumede, president Natal UDF.

'Our day-to-day problems of housing, rents, and transport cannot be solved by the government's proposals. We must counter the proposals' attempts at co-optation and entrenchment of white minority rule.' — Prof Ismail Mohammed, chair Transvaal Anti-PC Committee.

'The ruling class has mobilised big business, the army, and all its forces on all fronts to continue subjugating us. Azaso feels that a broad united and democratic front like the UDF is one of the means to counter the attempt to sugarcoat the bitter pill of apartheid for the oppressed and exploited.' — Tiego Moseneke, president AZASO.

'The politics of refusal needs a united front. Churches, civic associations, trade unions, student organisations and sports bodies should unite, pool resources, and inform the people of the fraud that is about to be perpetrated in their name.' — Dr Alan Boesak, president World Council of Reformed Churches.

UDF is a beacon of hope for effective mass opposition to stop the so-called 'reform proposals'. — Rev Frank Chikane, Institute for Contextual Theological Studies.

'We are all aiming at achieving a new South Africa. We cannot achieve that goal unless we unite. Unity is strength. The National Party is in pieces because it is threatened by the unity of the people. The more we unite the nearer we are to our goal.' — Oscar Mpetha, president Western Cape UDF.

'UDF is a breakthrough for the people of this country in our struggle for justice, peace and freedom. UDF will shake the pillars of Apartheid. United we will win ...' — Albertina Sisulu, Federation of South African Women.

'UDF is the only organisation to bring together individuals and organisations who do not necessarily subscribe to the same political objectives for united action.' — Thozamile Gqwetha, president SAAWU.

5. WHAT DO YOU THINK OF THIS BOOKLET?

This part of the booklet has been left out by mistake. It reads:

"Please tell us what you think of this booklet. What should be changed or put into it? Was it useful - how? We're at Khotso House (6th floor), De Villiers St, Johannesburg, tel. 29-1916/7

YOU AND THE UDF'S ONE MILLION SIGNATURE CAMPAIGN

A Volunteer's Handbook

Welcome to the UDF MILLION SIGNATURE CAMPAIGN.

By collecting signatures you :

- (1) are helping to prove to the world that we reject apartheid and are determined to be free .
- (2) are helping to prove that the UDF has more followers than P.W. Botha , Mantanzima, Rajbansi, Hendrickse and Tshabalala.
- (3) are helping to educate millions of our people about the evils of apartheid.
- (4) are taking an active part in this great struggle for freedom. In short , your dedication and hard work is helping to make history.

SIGNED :



Albertina Sisulu

How to use this booklet :

- + Study the Contents and Introduction.
- + Choose What Interests You.
- + If you want to read the whole booklet, it only takes $\frac{1}{2}$ an hour.
- + Take this booklet to your meetings and talk about it there.
- + Perhaps each person in your group could read one section and tell the others about it.

CONTENTS

1. Preface - Message from Albertina Sisulu
2. Introduction - What is this booklet about ?
3. What is the UDF?
4. What is the new constitution?
5. What are the Koorahof Bills?
6. Why the Million Signature Campaign?
7. How to use the signature form?
8. Your guide to collecting signatures.
9. Planning and evaluation.
- 10 What do you think of this booklet?

2. INTRODUCTION

This booklet is to help you to collect signatures in the UDF One Million Signature Campaign

In these pages, you will find useful facts and tips for when you try to get signatures. This is not to say you will be collecting signatures as a person on your own. Across the country, thousands of other volunteers are collecting. And in fact you'll find this booklet most useful to you if you join together with some of these people to form a Signature Campaign Committee in your area or organisation. While this booklet is for every volunteer, UDF has another booklet for every Signature Campaign committee. This second booklet is called

..... and it gives advice on organising a committee and the campaign in your area or organisation.

If you want this second booklet, or more copies of this one, ask at the UDF office.

3. WHAT IS THE UDF?

- + The United Democratic Front (UDF) is an alliance of 600 organisations, fighting apartheid.
- + Last year P.W. Botha brought in new plans to divide us and make apartheid even worse. But without unity, we are too weak to oppose his Constitution and Koornhof Bills.
- + That is why 15 000 of us met in Cape Town on August 20 last year. We want to build nationwide unity against Botha's plans.
- + UDF was born.

UDF means UNITED, DEMOCRATIC, FRONT ...

+ United

- + 600 of our organisations are united in the UDF. They have come together across differences in race, religion and region.

- + In the UDF are political parties, trade unions, church groups, student organisations and many more. Their members come from all colours and creeds across the country.
- + There are many different political outlooks in UDF. But they have found common ground by signing the UDF Declaration to commit themselves to a united struggle against Botha's plan.

Democratic

- + Our goal is a democratic South Africa where all shall have equal rights and a full say in the government of our land.
- + UDF is also democratic in the way it makes decisions. Our members organisations take part in each regional UDF, and each region takes part at national level.
- + This is how UDF works

You and Me

Trade unions, political parties, church groups, civic, student bodies, etc

General councils + Regional executive Committees.

Transvaal Natal Border, Eastern Cape, Western Cape, OFS

National Executive of UDF.

- + So UDF's policies, statements and campaigns are for the people, by the people and of the people.

A brief history of the UDF

- 22 January 1983 : Alan Boesak calls for a united front against the governments plans at the Transvaal Anti-SAIC conference
- 8 May 1983 : First UDF regional launched in Natal

31 June 1983 : 31 organisations launch Transvaal UDF

24 July : 21 organisations launch W.Cape UDF

20 August : 15 000 launch UDF nationally at Rocklands Civic Centre, Cape Town

15 October : Border UDF launched despite three delays caused by bannings of launching meetings.

30/31 October : UDF People's Weekend to celebrate unity in opposing Botha's new plan.

13 November : OFS UDF launched

4 December : Eastern Cape UDF launched.

Who's who in the UDF?

UDF's presidents are tried and tested leaders:

- + Oscar Mpetha - community and trade union leader from Cape Town.
- + Albertina Sisulu - Women's Federation leader.
- + Archie Gumede - Community leader in the Release Mandela Committee.

Transvaal UDF executive members are :

President: Albertina Sisulu

Vice Presidents: Rev Frank Chikane, community organiser. Ram Saloojee, Transvaal Indian Congress; Curtis Nkondo, former President of Azapo; Hans Hlaletswa, Winterveld Action Committee; Elliott Shabangu, veteran trade unionist.

Secretaries: Mohamed Valli, Anti-SAIC activist; Moss Chikane, community worker.

Treasurers: Rita Ndzanga, veteran trade unionist; Eric Molobi, ex-Robben Island prisoner.

Other executive members are: M. Bokala, Gatsby Mazwi, Tom Mashinini, George du plessis, Hoffman Galeng, David Mahopo, Frans Baard, Cassim Saloojee, Herbert Barnabus, Ismael Mohammed, Dr Nthato Motlana, Moss Hlapane, Rev Cecil Begbie, Lloyd Vogelmann, Aubrey Mokoena.

Transvaal Affiliates are:

STUDENTS

1. Azanian Students Organisation (AZASO) (Transvaal Regional Committee)
2. Congress of South African Students (COSAS) (Soweto)
3. National Union of South African Students (NUSAS) (Wits SRC)

YOUTH

4. Kagiso Youth League
5. Benoni Youth League
6. Benoni Student Movement (BSM)
7. Alexandra Youth Congress
8. Saulsville/Atterdorgeville Youth Organisation
9. Soweto Youth Congress (SOYCO)
10. Young Christian Students (YCS) Transvaal
11. Catholic Students Organisation - Madunsa
12. Bophelony Youth Association (BOYA)

WORKERS

12. S.A. Mineworkers Union
13. Municipal and General Workers Union
14. General and Allied Workers Union (GAWU)
15. South African Allied Workers Union (SAAWU) Transvaal
16. Oranje Vaal General Workers Union (OVGWU)
17. South African Scooter Drivers Union
18. Council of Unions of South Africa (CUSA)
National General Workers Union (NGWU)

WOMEN

19. Federation of South African Women
20. Pfunanani Women's Club Tzaneem

CIVIC

21. Winterveld Action Committee
22. Mamelodi Action Committee
23. Reiger Park Tenants and Ratepayers Association
24. Soweto Committee of Ten
25. Mohlakeng Civic Association
26. East Rand People's Organisation (ERAPO)
27. Soweto Civic Association

- 28. Soweto Residents Organisation
- 30. Krugersdorp Residents Organisation

RELIGIOUS

- 32. Witwatersrand Council of Churches (WCC)

POLITICAL

- 33. Transvaal Indian Congress (TIC)
- 34. Detainees Parents Support Committee (DPSC)
- 35. Detainees Aid Movement (DAM)
- 36. Detainees Committee (DESCOM)
- 37. Transvaal Anti-President Council Committee
- 38. Release Mandela Committee
- 39. Johannesburg Democratic Action Committee (JODAC)

OTHER ORGANISATIONS

- 40. Africa News Association
- 41. Khuvangano Cultural Group - Soweto
- 42. ACTSTOP
- 43. National Education Union of South Africa (NEUSA)
Transvaal

4. THE CONSTITUTION

Botha's new constitution is a ploy to fool us that Indians and Coloured people are supporters of apartheid. How?

a. Africans kept out

In the white parliament, where laws are made, there will now be two new houses for Indians and Coloureds. Africans are told to go to the Bantustans.

b. Apartheid Elections

There will be racially separate elections for each house of parliament.

c. White Domination

For every four whites in parliament, there will only be two coloureds, one Indian, and no Africans at all.

d. Apartheid in law - making

There will be two kinds of laws: "Own affairs" laws and "Common Affairs" laws. Each separate house will make laws for "own affairs". Sell-Outs in the parliament will control Coloured and Indian health, housing and education.

e. Coloured and Indian Sell-Outs join Apartheid

While the mass of Coloured and Indian people reject Botha's plan, a small group of sell-outs will be in parliament and take part in making laws about "common affairs". - namely, laws affecting African people.

f. The Presidents Council

The PC (Presidents Council) which so far has been planning for P.W. Botha, will stay. There will be 20 whites, 10 coloureds and 5 Indians elected to the PC, 25 will be chosen by the State President. The PC has the final say if the three houses cannot agree.

g. Dictatorship

Instead of a Prime Minister, there will be a State President with very wide powers. He will control the army, the administration of African people, and he will appoint members to the PC.

h. Paying for local Government

We will all pay more for rents, garbage removal and so on under Botha's autonomy for local government plan.

Why UDF rejects the Constitution:

1. Coloured and Indian youth will be called up into the army.
2. Apartheid laws like Group Areas, Bantu Education and the Pass Laws will not be changed.
3. Africans will carry on being deprived of S.A. citizenship, and forced into bantustans under the likes of Sebe and Mphahlele.
4. The government will try to divide our non-racial struggle by making it look as if all coloured and Indian people are part of apartheid.
5. Sellouts like Hendrikse, Rajbansi and others will control the lives of coloureds and Indians through controlling pensions, rents, education, health, etc.
6. ~~Every South African will have to pay more for this whole system.~~

FOR MORE INFORMATION CONTACT UDF

IF YOU WANT A UDF SPEAKER, CONTACT UDF.

Address : Khotso House
De Villiers Street
Johannesburg
Tel : 291916/7

THE KOORNHOF BILLS

The UDF rejects the Koornhof bills. What are these bills? They are the government's plan to make life worse for Africans with three laws.

1. Orderly Movement and Settlement of Black Persons Bills

Parliament will decide on this law this year. The plan by this law is that only those African people with "approved accomodation" and a permit to be in a town or city will be allowed to stay there. If these people give a room to someone without a permit, they can be fined R200. If the bosses hire a person without a permit, they can be fined R5000.

2. Black Local Authorities Act

It was under this law that elections for new community councils were held in the townships last year. The councils were given a new name "town councils and village councils." They were also given a little bit of power. They can and will raise our rents and taxes, let and sell houses, and have their own police. Last year 90% of township residents rejected these councils by boycotting elections. UDF was in the forefront of the boycott campaign. This law gives a new name to the administration board. They are now called Development Boards. They will help the sell-out councillors in the new community councils do their dirty work like evictions. They will also let money-makers into the township to buy and build houses. This is how Koornhof will keep control in the township.

WHY THE UDF REJECTS THE KOORNHOF PLANS:

We reject the plan because:

1. The pass laws will be worse. Migrants and country people will have to starve in the bantustans.
2. Sell-outs will rule in the townships- evictions will be worse, rents will be higher.
3. Koornhof's boys will still be in the townships to support his puppets and keep final control through the so called Development Board.

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26/10

WHY THE MILLION SIGNATURE CAMPAIGN?

Why did UDF launched the Million Signature Campaign? For UDF collecting one million signatures is a means to an end. This end is to strengthen opposition to Botha's plan.

To do this there are three aims in the campaign: educational, publicity and organisational. As volunteers collecting signatures, we must keep on asking ourselves if we are using the campaign in the best possible way to educate, publicize and organise.

Educational aims of the campaign

- + To give our people the facts about the Constitution and Koornhof Bills.
- + To show our people how Botha's plan will affect them as communities, families and individuals.
- + To explain to people what UDF is about.
- + To educate people about local organisations in their areas
- + To discuss why these local organisations are important.
- + To explain how these local organisations are linked to the struggle nationwide.
- + To encourage volunteers to talk to people face-to-face. This is the best way to educate both ourselves and the masses.

Publicity Aims

- + To show to the world and all our people that South Africans reject the government's plans.
- + To publicise the evils in these plans.
- + To popularise UDF and show that it has more support than the government, the Labour Party, the SAIC and the community councils.
- + To popularise local organisations and local leaders.

Organisation

- + To encourage active participation of many people in the practical organisation of the campaign.
- + To give UDF affiliates the chance to take part actively in the UDF programme.
- + To help change support for UDF into action for UDF.

~~To set up new organisations by area signature committees - these committees should be the basis for...~~

- + To develop the confidence and skills of volunteers to work in committees and to build up organisation. People learn skills like writing pamphlets, holding meeting, etc, through working in a campaign.
- + To encourage volunteers to meet and work with each other.
- + To popularise local leaders and organisations.
- + To raise membership and participation in local organisations
- + To show the difference between people's organisation and the government's undemocratic structures.

THE SIGNATURE FORM

You can get forms at UDF office at jc for each one. The signature form has a declaration (with translations on the back) and a place to sign our names. This declaration is a summary of the UDF Declaration. The UDF Declaration is what organisations sign and commit themselves to when they join the UDF. But this signature form is only to show support for UDF not to join UDF.

The signature form also has an open space for organisations and committees their own demands. This is where the form says "MAKE YOUR MARK AGAINST APARTHEID". The reason for this is so that we can make the campaign relevant to different groups of people and to different issues as they arise. For eg, forms can be aimed at students and have educational demands put onto them. These demands can change as the need arises. We need to look at conditions in our own areas, and make demands around these.

The space to fill in our demands also enables us to discuss with people how their specific interests (eg about education, housing, etc) are connected to UDF's rejection of apartheid.

So the space on the form is for all organisations or area committees taking part in the campaign to fill in. They can decide if their demands should be educational or propagandistic. But it is important that the demands be popular, and the UDF office should be consulted and informed about the demands. The UDF media committee can help you print your demands in red on the form. It costs 50c to do this.

21
26/10/87

Who Can Sign

After much consultation inside UDF, the National Executive decided that we should get signatures of people 16 years or older.

The reason for this was that one of the aims of the MSC is to use the signed forms for all South Africa and the world to know. Our opponents would try to argue that our million signature come from children, if we did not draw a line. At the same time however UDF fully recognizes the noble contribution that people below the age of 16 have played in the struggle against apartheid.

Sixteen years of age is important to the campaign because this is when youth are forced to register with the army for their later call-up. It will be eighteen years old, and older who the government will call to vote in the new constitution and local authority elections.

We encourage those people younger than 16 years to support UDF's decision. The decision does not mean that you cannot take part in the campaign. On the contrary. Young people can help in local committees in organising the campaign, in getting older people to sign if this is possible, and in educating older people about the issues relating to the campaign.

How to approach illiterate people

You can always write the name and address of an illiterate person down for them. They then mark an "X" themselves in place of a signature. Some illiterate people may not want to sign because they are embarrassed by their "lack of education". Tell them that we are not trying to gather signatures of "educated" people but rather we are interested in everyone's support.

Every form, even if it has only one signature on, it is very valuable. They will all add up and 1 million is a very big number. Make sure then that you don't lose any form, and that all forms eventually are returned to the UDF office. If you are distributing forms, write down the names of the people to whom you have given forms and the number you have given them. See that you get them all back. For your own records, you might want to keep track of how many signatures you have collected yourself. You can see if you are getting more or less signatures as time passes and assess accordingly. UDF is interested in seeing who are the best collectors - so let us know how you're doing.

8 GUIDE TO COLLECTING SIGNATURES

The challenge is to collect signatures, educate the person who is signing, and help build our organisation at the same time.

We must remember that we are dealing with another person and not merely another signature to add to our number.

The interaction between activist and ordinary people needs skills on the part of the activist. These skills are best developed by actively collecting signatures and reviewing the process at regular intervals afterwards. This is best done with a group of people who have been collecting from the same area or constituency.

So how do we educate and organise? By speaking and interacting with people!

Points to remember

Be Polite

Before asking for a signature, greet correctly, and introduce yourself. Say where you come from.

Once you have made contact with someone who you want to sign, find out his or her interests, especially as regards day to day problems like rents, transport, refuse collection, wages, working conditions, passes, food prices, etc. What does the person feel about these problems and what does she or he think has caused them? Explain the link between these problems and why we are asking people to sign.

Be a friend, do not interrogate.

Speak to the people about UDF, MSC and day-to-day problems. Don't fire a series of questions that will scare or threaten the person. One way of being friendly is by getting to know the area, its problems and some of the people before you start. Discuss this with people in your organisation or area committee. Show yourself to be a friendly person concerned about local problems. Let the conversation flow freely don't scare off people by arguing and disagreeing. By listening we will learn what people see as their problems and what their political ideas are.

Be patient and learn

The person from whom you are collecting is a potential supporter, and not an enemy. This is the case even if they do not understand the issues involved, and even if their point of view differs from yours. Remember, there are many different points of view in the UDF. Be patient and don't rush. If a person does not understand, explain slowly. If the person has different understanding, don't push your ideas down their throats. Try to find common ground in opposing apartheid, rather than points of difference. UDF unites us, even though our views are not exactly the same.

26/10

Get people to speak, by asking questions rather than laying down line. Try to get them to see the contradictions in their own arguments themselves. The UDF collectors must be seen as friends and supporters of the people. Ignorance or apathy is a challenge to us to meet constructively. Don't write people off.

Develop an understanding of the area, the person, and the people rather than ram a point home. This information can be used to help your committee and organisation develop better educative methods and organisation.

Do not waste time and energy

A person might be completely immovable, and even hostile to your request and explanation about signing. In this case, do not waste time trying to move those who really don't change their views- move on yourself instead. Don't get into unnecessary emotional arguments, this only gives support to our opponents.

Useful things to talk about

- a. You can tell people about prominent leaders who support UDF and who have signed the MSC. If prominent leaders are going to be signing, publicise this beforehand. Speak of Alan Boesak, Nthatho Motlana, and local leaders who have signed. Tell the signatory what these leaders say about the constitution and the Koornhof Bills. Here are some of the things they have said;
- b. Speak favourably about your local organisations, about what they are doing and why they have decided to join UDF. Show how these organisations are tackling the day-to-day problems in the area.
- c. Activists and collectors need good explanations as weapons- practise these in your committee or organisation. Make a list of the kinds of things which you could possibly talk to people about in your group before starting to collect signatures.

Should we recruit people as we collect signatures?

Some people are always suspicious of being recruited, so tell them that signing is not the same as joining. It is only supporting. Although the MSC is to strengthen organisation, don't try to recruit people into local organisations or signature committees directly as you collect signatures. This can turn people off. After having engaged in conversation, see if the person expresses interest in helping to collect signatures or in joining local organisations. Tell them about the next meeting which they could come to. If the person is not that interested, but still wants to help, suggest that she or he holds a meeting. Plan and help run it with that person.

What if police confront us as we collect?

It is not illegal to collect signatures, but do not coerce people into signing. If you are harassed as a collector, report it immediately to your local committee or organisation, and to the UDF office, (tel 29-1916/7). Know your legal rights regarding collecting before you start to collect. If you are confronted, state your rights with confidence. These are your rights:

- If you are confronted by the police, this is what to do
- a) The police may ask you questions, but it is your right not to answer, except to give your name and address. Say you would rather answer questions through your lawyer.
 - b) There is no law against collecting signatures for the campaign, provided there are no threats or force. So there should be no legal basis to arrest you for collecting and you would win a court case. If you are arrested, demand to know the reasons for the arrest. Also ask to see a lawyer.
 - c) You do not have to make any written statement to the police. If asked to make one, say that you will make one after seeing your lawyer.
 - d) If any article or signature form is taken away from you by the police, insist on a receipt, and keep this. Also try to get the name and number of the person involved. You have a right to do this.
-

QUESTIONS AND ANSWERS

As a collector, you will be asked many questions. Here are some likely ones, with possible answers you could give. If you are asked questions you can't answer, don't pretend to know. Tell the person you will find out, discuss it with your area committee or local organisation and with the UDF.

Q. "What is the use of signing? How will it change things?"

ANS: It is important to sign so that we can show the world that one million South Africans are prepared to stand up and be counted as opponents of apartheid and supporters of UDF. It is a nationwide campaign, and we want everyone who is against apartheid to sign. One million is a huge number and every signature helps. It might be a gesture, but it is something. If you want to do anything more, there is a lot of work you can help do. For eg"

Q. "Will I be arrested if I sign?"

ANS: No. It is absolutely legal to sign, and the UDF is an absolutely legal organisation. If anyone harrasses you, tell your committee and get in touch with UDF office (Tel : 29-1916/7). We have lawyers to protect you from intimidation.

Q. "How can UDF protect me when your offices are closed?"

ANS: If you are arrested at night, ask a member of your family to phone UDF in the morning (Tel: 29-1916/7)"

Q. "Will I be victimized by people like community councillors who support the "new deal" ?"

ANS: They are not legally allowed to victimise you. If they do, get in touch with your civic organisation or phone UDF 29-1916/7

Q. "I work for the state-will they victimise me if I sign?"

ANS: It would be illegal if they victimised you for signing. You are entitled to your own opinion. This is one democratic right we have, and which we should stand up for. In government departments, you find HNP supporters, PFP supporters, and so on

If you have any trouble contact UDF at 29-1916/7.

Q. "I cannot sign because my boss doesn't want us to antagonise the government?"

ANS: Your boss has no right to say what you can or cannot sign. If you have problems, tell your trade union, or phone the UDF 29-1916/7

Q. "Who can sign this form in the house?"

ANS: Every member of the house of the age of 16 and over can sign if he or she agrees with and understands the statement.

Q. "Would I gain anything by signing?"

ANS: You would have told the whole world that one million people reject apartheid and all its evils like pass laws, group areas etc."

Q. "What are you going to do with the forms?"

ANS: We are going to pile them up in a safe place and use them to show the world how many people reject apartheid. The new constitution and the Koornhof plans. The form is not a petition, and we will not be giving it to the government.

Q. "How can I help UDF?"

ANS: You can help by gathering more signatures for us. You are also very welcome to come to our next meeting which is on theat There will be lots more you can help us do there. We need to put up posters organise meetings, funds-raise, etc."

10. PLANNING AND EVALUATION

Planning and evaluation are very important for every signature collector. This helps to educate ourselves and to build organisations. It helps us to be effective in future actions.

In Planning : we set ourselves goals to be reached by a certain date. For eg, we might want to fund-raise R20 by the middle of March, print leaflets by April 3, distribute them on April 7, bring in a UDF speaker a week later, and so on.

In evaluating : we weigh up our actions in terms of our earlier aims and analyse what our successes and mistakes are. "Tell no lies and claim no easy victories"

Planning : Signatures can be collected anywhere at bus stops, churches, at home, etc. They can also be collected in different ways - you can wear T-shirts (ask UDF where to get them), put up a table, wear billboards, do street drama, go house-to-house. Your plans about where and how to collect are best done in a group, for eg a signature committee in your area or organisation. UDF has a booklet to help such groups plan and work. But here are some brief points to consider now:

In your planning, you can aim to carry out a practical experiment. This helps you learn your strengths and weaknesses before you really get going. For eg your committee try to gather signatures by house-to-house visits, or in the hostels. You can try your own personal experiments.

There is a need when you make your plans to bear in mind what else is happening of importance to the campaign. For eg if there is a big church or sport event in your area, plan around that.

Planning must take account of all sides of the campaign. The educational side must be planned, the propaganda side, the fund-raising side, and also the side of organising the workforce and covering the whole area. Nothing can work properly

unless all the sides are well organised, and that requires planning. It will not be enough to plan how you will collect on a short term basis. What you and your committee need is a programme where your work can go on in stages.

Evaluation

Evaluation should be done regularly in your signature committee or organisation. But not all learning takes place in a group. As volunteers, each of us also needs our own self training and a method of self-criticism. This means that

each of us should always keep in mind what was

learned in planning sessions, workshops and evaluations. By taking detailed notes in these sessions, we can refer to them when we are working on our own. Each of us can change as your programme should allow for your other ~~work outside the signature campaign to continue.~~

Don't burn yourself out in the first month. We should all give feedback to people in our committee and to the UDF office, so that other people may learn from our experiences. We must never stop evaluating our work to see if they are being as effective as possible.

Personal Planner

On the next page is a personal campaign for you to fill in. Here you can make a note in advance on what you and your committee plan to do

during the campaign. Every task that comes up at the last minute can be filled in - this will remind you to do them, and it will also be useful for evaluation at the end of the campaign.

Although you will be evaluating your own work at all times, you might want to decide with your group on time for formal evaluation sessions with all the members. These you can write down on your planner too.

The planner is yours to fill in. Do so. This historic campaign needs your active support and ideas. It's up to YOU!!!

**UDF UNITES!!!
APARTHEID DIVIDES!!!**

Shams Printers 54-1271

PERSONAL CAMPAIGN PLANNER													
	FEBRUARY			MARCH			APRIL			MAY			
SIGNATURE COLLECTING	HOUSE VISITS												
	MASS MEETING												
	IMPORTANT EVENTS												
	CHURCH SERVICES												
	SHOPPING CENTRE												
	THEATRES												
	CINEMAS												
	LOCAL ORGANISATIONS												
	CAMPAIGN COMMITTEE MEETINGS												
	FUNDRAISING												
ORGANISATIONAL WORK	WORKSHOPS												
	MEDIA PRODUCTION												
	MEDIA DISTRIBUTION												