

ITF ORGANISING MANUAL

MAPPING AND LIST-BUILDING

Mapping identifies where workers are located. Mapping can be done on numerous scales: workplace-wide, company-wide, industry-wide, national, regional and international. Mapping helps us build sustainable union structures. It is an ongoing process, and it never ends.

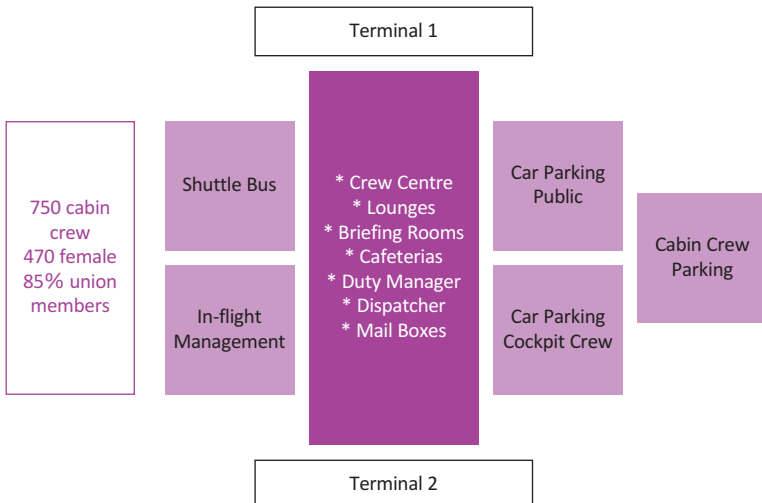
In order to gather mapping information, we might visit workplaces, ask the employer for information, look on the internet and read industry publications and

listings. The ITF can assist with information about which unions represent workers in your company at the regional or international level.

To create a map, first draw a physical layout of where the workers are. Include information that you already have about management offices, briefing rooms, staff rooms, hotels, cafeterias, lounges, parking areas and rest areas – anywhere we might find workers. Add the numbers and

MAPPING EXAMPLE:

Royal Jordanian Cabin Crew



MAPPING AND LIST-BUILDING

locations of workers, sub-contracted or precarious workers, union members and leaders, non-union workers, any other unions in the workplace, and workplaces from other countries and regions. Discuss together what information is missing and how we will obtain it.

We will need to keep lists of workers regularly updated. One of our key benchmarks is for list-building.

** What do you think your list-building benchmark should be?*

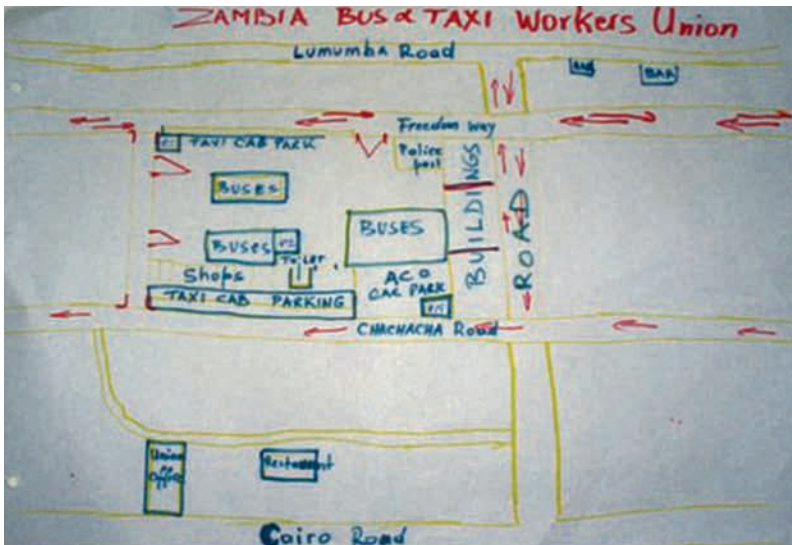
Lists include information about workers' relationships and connections with each other.

Include who knows who, who workers rely on if there is a problem, who works with who and attendance at union events.

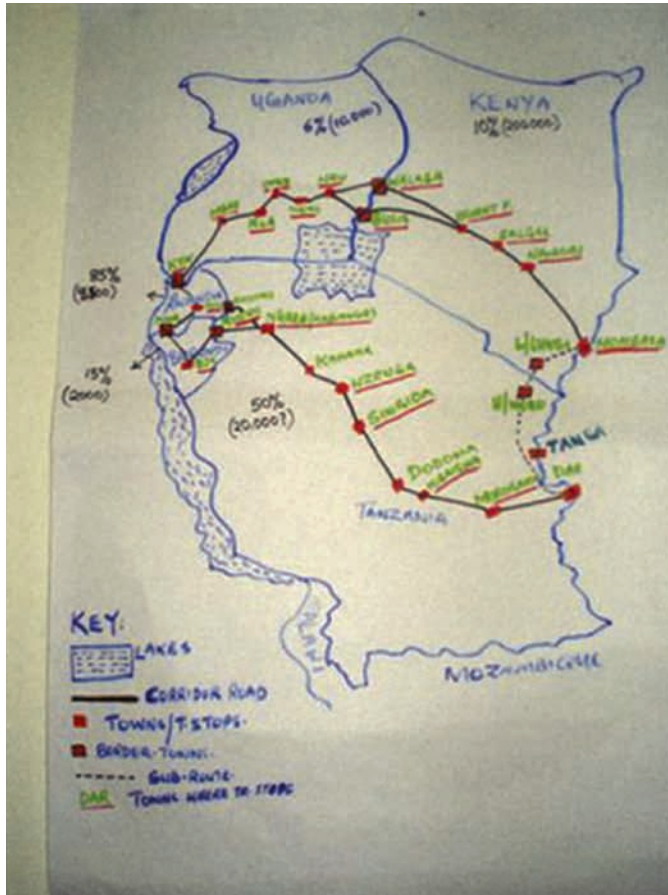
Be careful about where you keep your lists. To prevent

MAPPING EXAMPLE: BUS DEPOT

Zambia Bus and Taxi Workers' Union



MAPPING EXAMPLE:
East Africa Highways and Port Links



MAPPING AND LIST-BUILDING

duplication and to increase security, you probably want one person to be responsible for updating the list.

Lists also contain an assessment of each worker's level of union involvement.

These assessments are not based on judgements but on workers' actions. They are based on what workers do, not what they say about the union. Do not include gossip. You will not want to keep anything on your lists that you would not want other workers to

see or hear about.

Assessments will change.

Workers will increase and decrease their involvement in the union as the organising moves forward. Assessments need to be constantly updated.

Assessments help us keep our focus on the undecided and unknown workers. As more workers become involved, do not overlook the workers we are not in contact with, the "unknowns". Because we are more likely to be talking to the

List Building

Identify what information you want to keep updated

- * *Contact details*
- * *Job category*
- * *Direct employer*
- * *Employment status*
- * *Terms and conditions including temporary / permanent contracts*
- * *Shift / working time*
- * *Physical work location*
- * *Composition of the different categories of workers (eg age, gender and social interests)*
- * *Union membership / delegate / activist*
- * *Problems / concerns*
- * *Level of union involvement – attendance at union events and activities*

union supporters, we may feel that we are stronger than we are. Keeping very accurate numbers and assessments is critical to planning our strategy.

Building your list:

- * *What information will we want to keep?*
 - * *How will we gather the information?*
 - * *Where will we keep the list? (Computer, individual cards, chart paper, etc.)*
 - * *How will we keep our list updated?*
-

ASSESSMENT OF UNION INVOLVEMENT

0 INSUFFICIENT INFORMATION	No one-on-one contact yet.
1 PUBLIC YES	Participates consistently. Supports union publicly and explains why.
2 PARTICIPATES	Attends sometimes but consistently and not always publicly.
3 TALKING ABOUT UNION / UNDECIDED	Speaks about the union but does not participate in public activities. Might say they are with union, or might say they are undecided.
4 PUBLIC NO	Publicly anti union.

MAPPING AND LIST-BUILDING

LIST WITH MONTHLY ASSESSMENT NUMBERS

	# Jan	# Feb	Who knows who	5.6.2010 Aviation Law Event	Mobile/ Email	Comments
Eva	3	1	Sylvia	Attended		Rest time on Lima flight
Maria	0	4	Sylvia	Attended		Past history of union

ASSESSMENT NUMBERS HELP US ANALYSE OUR ORGANISING

Assessment	January	February	March
0 Unknown	492	390	142
1 Active Publicly	2	20	42
2 Participates	46	62	94
3 Undecided	126	144	264
4 No	116	156	220
Total	782	772	762

Learning from each other

We are used to building strong relationships with workers. In Turkey, we follow the workers from work and speak to them in a café or at their house. We spend time with them, getting to know them and their families. The company provides a bus to take workers to the workplace, so we follow these buses. We also look at parts of the city where the workers are more likely to be. For example, we might look for some workers in the heavily commercial areas.

We might help drivers unload,

introduce ourselves and discuss working conditions. Sometimes they don't want to talk, and sometimes they say yes.

Once we know them, we ask the workers to organise a meeting with three to five other sympathetic people at their home.

We ask our union members if they have contacts in the companies. And if the company is hiring, we will send unemployed union members to the company to apply.

Kenan Ozturk

ITF affiliate, Turkey



The accompanying PowerPoint module on “Mapping and List-

Building” contains activities that will help you both create a map and begin your list-building work. In addition, there are samples of record keeping and an exercise to help you use worker assessment numbers in your organising.