

# A BRIEF GUIDE IN ORGANIZING MIGRANTS

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## PREFACE

There is a saying:

*“A broom cannot be much useful if it is not bound together”*

This is the essence and message of this material. The marginalized sector of a society like the migrant workers cannot protect themselves and act as one unless they are aware of their conditions and role and they are united and organized.

With this material, migrant workers, organizers and advocates of migrant rights can be guided on the process of organizing. For overseas Filipinos, understanding the issues, conditions and role as migrants can be better done through the migrant orientation paper, which is also the basis of unity of member organizations of MIGRANTE- International, global alliance of Filipino migrant organizations.

The combination of this material with Migrante orientation can be a useful guide in building

awareness, mobilizing and organizing Filipino migrants in protecting their rights and welfare as well as participating in transforming Philippine society into a genuine, just, prosperous and democratic country.

This material will not have been possible without the untiring support of Filipino migrant organizers and leaders who openly shared their experiences in organizing their various organizations. These organizations are United Filipinos in Hong Kong, Kapatiran sa Gitnang Silangan, System of Unity for Social Integration, Lakas Manggagawa sa Silangang Probinsya and MIGRANTE International. To Ms. Joy de Guzman, former APMMF Executive Director and concurrent member of APMMF Board and Vice Chairperson of MIGRANTE International and other special friends, who, in one way or another contributed and extended their support for the refinement and finalization of this material.

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Ramon Bultron  
Executive Director

## **INTRODUCTION**

This material is published as a guide for migrant Filipinos. It aims to assist migrants in organizing and mobilizing their ranks as they are found in various work sites and social standing, whether temporarily or permanently.

This guide serves as a general reference in organizing migrant Filipinos on their particular interest and rights as well as the Filipino peoples' national democratic struggle in general. Thus, as a general guide, it also stresses the need to study the concrete conditions of migrant Filipinos in each country where they are found.

This guide embodies the general principles of organizing the Filipino people to achieve a free and democratic society. It also includes the summed-up experiences of organizers and migrant leaders who have worked in Asia and the Middle East, using organizing tools they acquired from their respective class or sector in Philippine society.

To further illustrate the essence of organizing is to undertake a concrete study of the root-causes of migration in the Philippines and analyze the actual conditions of migrant Filipinos in relation to monopoly capitalists and other nations that exploits migrant workers.

We can still develop these processes as we continue to gather and study our experiences of organizing the ranks of migrant Filipinos. This is a potent factor and an instrument for them to positively fight for their rights and well-being, thus, contributing to the over-all struggle of the Filipino people. So that working overseas will no longer be an option for survival.

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## **CHAPTER 1** **Step-by-Step Organizing**

An organization is collective strength, skills and experiences of individuals coming from

various sectors and classes, with common aspirations to promote and defend their legitimate interest and for social change in a society. Within the organization, a declaration of principles clearly unites the members. It reflects an active and effective collation of knowledge, skills and potentials of every member to uphold their interest. Likewise, an organization brings forth the consolidated people's power that represents and asserts their sectoral or class interest, welfare and rights, while specifically struggling against the exploitation and slavery of migrant Filipinos by the few.

Forming an organization undergoes a process or step-by-step method. It begins with initial social investigation to building contacts, organizing groups, a committee of organizing groups and the formation of a formal mass organization that will genuinely uphold the interest of migrant Filipinos and the Filipino people.

The step-by-step organizing yields a solid and active participation of members in an organization. A solid organization is very important because it binds the membership into one voice that will pave changes in Philippine society and will affect the truest sense of sovereignty, democracy and justice.

A patriotic and militant organization is essential among the ranks of overseas Filipinos. It is because they face the brutal effects of forced migration resulting from a worsening crisis of a backward and non-industrialized economy ruled by the few elite and controlled by few rich nations. Consequently, this reality or system in Philippine society gives rise to huge numbers of unemployed and those without decent jobs.

### **Important Components in Organizing Work**

As pointed out previously, forming an organization must undergo a process or what we call step-by-step organizing. Hence, it is hoped that migrant Filipinos will vividly grasp the importance of organizing work. As they form part of the oppressed sector of Philippine society, organizing paves the way for them to learn from their struggles to protect their rights and welfare and from their active participation in the nationwide democratic struggle being waged in the Philippines.

There are two ways we can use to deal with our organizing work. One is to organize those who are willing to organize themselves in their workplace. Second, is to organize the migrants or group of migrants outside their workplace or company that employs them.

To maximize the time and effort of those willing to engage in organizing work, it is recommended to start the work with individuals or group of migrants in their workplaces before reaching out to other migrants in other areas. In essence, they can gather experiences from here and can effectively encourage others or the newly formed migrant organization to do organizing in other locations. Thus, more organizers will learn from such experiences and a wider range of migrants shall be reached.

### **1. Importance & Methods of Social Investigation**

Social investigation is one method of study by gathering data & information, which are fundamental to know the situation, condition, issues and problems confronting migrant Filipinos in a particular country. It also gives an insight on the political and economic situation and culture of the host country. Furthermore, it provides us an understanding of the economic relations of migrants in countries where they live.

Using social investigation to know the conditions of migrant Filipinos is not done in one sitting. It entails a continuous process of knowing and study - a separate plan for investigation and from time to time study of the confirmation/credibility of information gathered.

Continuing investigation is important to our organizing work, yielding from here a concrete basis to form an organization. It gives us the basis to determine the form or type of mass organization that will be established, whether it is an association of domestic helpers, or

migrant health workers, immigrants' organization or the likes of a patriotic organization. Likewise, we can determine the forms of exploitation on migrant Filipinos in a particular country under the US-Estrada regime and the tactics we can formulate with regards our effort to organize and launch mass campaigns.

In the process of our work, by using social investigation, we can identify those who may be able to help us in our organizing work as well as those elements or individuals who are there to impede the consciousness raising, mobilizing & organizing of migrant Filipinos. Moreover, our efforts to unite with other groups and institutions is made clear to avoid any untoward use of our mass organization and to encourage and maximize those who are willing to support our migrant struggle. And those who serve the interest of the few and those that exploits the migrant Filipinos will also be exposed.

Integration and Research are components of our social investigation. Integration with the masses is an important and major form of social investigation wherein we are directly in touch and hold discussions with and among our compatriots. In this manner, we are able to know their day-to-day problems and their way to solve these, things that gets their interests and are close to them. Research is a form that gathers facts and figures through newspapers, documents of the government's agencies and from books, surveys, interviews, and etceteras.

## ***2. Groups of Contacts of Migrants (GCM)***

In the process of launching social investigation and integration with our compatriots, we will know and identify those migrants who are relatively advanced, middle and backward. The advanced masses are those active and who regularly participate in political discussions and are willing to learn and deliver from tasked assigned. The "middle" masses are those who attend discussions albeit irregularly and find difficulty to spare time for education and mass actions. The "backward" masses are those whom we cannot expect to attend our discussions and other forms of education activities but who support and believe in our work and struggle.

Those identified as advanced and some middle masses may be grouped together to assist us to reach and integrate with our compatriots and in gathering information relevant to our social investigation.

Three to five individuals may constitute a group of contacts. This is formed in a particular area where there are relative numbers and concentration of migrant Filipinos for example, in a particular building, workers' quarters, blocks and community. This can also be formed inside a factory depending on the number of migrant Filipinos. If there are only a few number of migrant Filipinos in one area, factory, shops or workers' quarter, they can be assigned to a specific place that will cover the area of responsibility of the said group of contacts. The group may also be responsible to identify places of concentration of migrant Filipinos.

It is possible to bond migrants in different places and identify this as a specific area of responsibility (AOR) in the likes of a community, district, municipality and region or based on the categorization of the host country. This aims to determine direct migrants being aroused, mobilized and organized so that we have a focus in our work and we can identify the quantity of those we are avail to organize in our area of responsibility.

## ***3. The Organizing Group of Migrants (OGM)***

The grouping of known individuals and contacts does not mean we can already comprehensively form a mass organization if it remains in this level. We need to transform this group of contacts of migrants into an Organizing Group of Migrants (OGM). This OGM is immediately formed after we have reached-out a relative number of contacts who will assist us in our organizing work. Once the OGM is formed, the GCM will then be dissolved because the OGM will take broader tasks. Its major objective now is to establish a mass organization of migrant Filipinos.

The OGM is composed of contacts of “advanced” migrants, meaning they are most active in carrying out assigned tasks and they accept the objective to form a mass organization in a specific area.

The OGM is composed of 3 to 5 individuals, one of which is designated to perform the task of a team leader. A second or a deputy team leader may be assigned. Others may be tasked to do the following responsibilities: education, propaganda, finance, organizing and other important tasks and requirements to form an organization. However, we have to take note that these tasks are the responsibilities of the whole OGM.

The OGM's role is to ensure the formation of an organization and to arouse, mobilize and organize migrants who wants to be members of this organization. To realize this, there's a need to launch regular and continuing formal and informal education and reproduction of reading materials that will help them understand the situation and rights of migrant Filipinos as well as the political-economic situation in the Philippines. Reading materials and other documents relevant to our organizing work are available from APMMF, MIGRANTE-International and other progressive and sectoral people's organizations in the Philippines.

The OGM is also responsible in preparing documents required to put-up an organization, such as its Constitution and by-laws and policies, resolutions, and election of officers. Other technical needs including the arrangement of a venue to hold the general assembly are arranged by this group.

The OGM may also form a special group that prepare for the general assembly but this must be supervised directly by the OGM.

Once a formal meeting to form an organization is held, the OGM will no longer have the basis to exist; it is thus dissolved as the operation of the formal organization begins.

In the whole, it is the obligation of those composing the OGM to arouse, organize and mobilize our compatriots in their area of responsibility and to form a mass organization in a specific place that will uphold the interest and struggle of the Filipino people to achieve a national democratic change in the Philippine society.

#### ***4. Organizing Committee of Migrants (OCM)***

Once there are at least three OGMs formed in a specific area, block or community, it is important that close coordination of these OGMs is ensured in implementing our organizing work. To ensure this, an OCM is thus formed.

It is the responsibility and task of the OCM to serve as the channel of the programs of OGMs and for the coordination of its program of actions.

In order to concretely manage and ensure that the OCM will operate its task to arouse, organize and mobilize migrant Filipinos, the team leaders of the OGMs must compose the OCM.

Take note that in the process of our organizing work and formation of a mass organization, the nature of OCM is merely temporary and is dissolved at the time the OGM's tasked to form a mass organization is fulfilled.

#### ***5. The General Assembly***

Simultaneous with the launching of a political education for migrants and the launching of political mass actions is the preparation for the general assembly of targeted members for the organization.

The basis of unity, objectives of the organization, and provisions with regards to the policies

of the organization and the rights and obligations of the membership, must be discussed and unify those who are in the said general assembly.

Proposed resolutions regarding different issues and elections of officers of the organization will also be presented. The general assembly is the highest organ inside an organization.

## **TYPES OF ORGANIZATIONS**

After the formal election of officers in the general assembly is held, the OGM is thus dissolved. The newly elected set of officers will take the responsibility to manage the organization and to consolidate and expand the membership. The new set of officers will spearhead/lead in arousing, mobilizing and organizing the membership of the organization and other migrant Filipinos.

### *A. Based on Type of Work*

This organization is composed of members whose type of work is common to those employed in various companies. Examples are organizations of domestic helpers, construction workers, entertainers, professionals, health workers, and etceteras.

### *B. Based on Employing Companies*

This is an organization whose members who are employed in one company. Its membership comes from those assigned in different departments or sections of production and offices. This can be considered as a union but it has a distinct nature of an organization, which we are forming in a company. It is because, foremost the contradiction is between the migrant Filipinos and the Philippine government, the latter being the one that systematizes and commodifies labor for export to other countries.

### *C. Based on Areas/Place*

This could be an organization of those originating from different places in the Philippines such as associations of Kapampangan, Ilocanos, Ilonggos, and others. It may also be an organization of those working in a particular place in the country of work. Such as, association of Filipinos in Sydney, Australia; Nagoya in Japan; Riyadh in Saudi Arabia; Kowloon in Hong Kong; etcetera.

### *D. Based on Gender*

Usually this is an association of women due to the particularity of abuses that they are experiencing not only on the issue of employment but also on the issue of gender.

### *E. Other Types of an Organization*

There are associations formed based on their interest such as sports clubs, and others, because of their religious affiliations such as religious groups. There are more types of formations that are based on common interest in a particular group or sector.

## **CHAPTER 2**

### **Basics of Organizing**

#### **A. Education and Propaganda**

Holding education and propaganda is an essential tool/ingredient in organizing, consciousness-raising and mobilizing migrant organizations. These are of basic importance to consolidate the organizations of mass organizations amongst the migrants and to have more solid and well-trained members of the organization.

Before the formal formation of an organization, the members must undergo a process of education of formal courses and study of their experiences through mass actions and organizing their ranks. The study is conducted formally or informally. It is considered formal when an outline or module of a particular course or lesson is used, inside a classroom or room having an identified number of participants/students. While it is informal when it is done through group discussion, study of specific issue or concerns and the number of participants/students are not identified.

Education and propaganda is aimed at raising the consciousness or awareness of migrants about their situation and role in the society and identify their sector as part and parcel of the oppressed Philippine society. Part of this is to know their rights and welfare as migrants and as Filipino people in general who are continuously exploited, oppressed and abused by the monopoly capitalist countries and local elite headed by the landlords and comprador bourgeoisie. Education is usually given formally and systematically and requires a certain time frame per lecture or discussion.

On the other hand, propaganda is often of short period of time and is done through various forms: newsletters, manifestos, posters, poems, skit, and etceteras. We hold various types and forms of propaganda depending on the feasibility of a condition or situation. Like in education, the objective of propaganda is to arouse, organize and mobilize our compatriots however this is done through a sweeping way and to reach out a broader number of migrants.

### **B. Mass Campaigns**

All efforts of the organization are geared to reaching out the broadest possible participation of its members. Thus, all can help in social investigation, mass distribution of reading materials, in the activities of the committees, and in other mass actions and mobilizations as planned.

A mass action is a venue to practice and implement the programs and an expression of collective mass action with clear/precise objectives. Mobilizations that are launched must be based on the level of awareness of the membership, on the strength of the organization, readiness of the members and on possible reactions resulting from the said mass actions.

Mass campaigns can still be launched while the group of contacts of migrants (GCM) is yet on its formation stage. It can already hold mass campaigns that address the rights, welfare and interest of migrant Filipinos. Mass campaigns is the best form to arouse and educate the migrants to gather their concrete experiences that exposes the real interest of the Philippine government and its agencies and its diplomatic missions abroad.

Moreover through mass campaigns, migrants will see/realize the importance of organization and its conscious and continuing expansion because the masses learn from their own experiences.

#### **After each mass action, the following must be done:**

*1. Assessment or evaluation of mass actions and identifying lessons and experiences derived from it. It is necessary to determine if the organization is strengthened. Know the leaders and members who are affected by these mass actions and the reasons why they opted to lie-low or if they become tougher.*

*2. After any assessment / evaluation, the result must be echoed to the membership by calling a general meeting or a committee meeting. Comments gathered from each member must be raised to the leadership for deliberation and study.*

*3. Adjust to whatever changes resulting from the mass action. Be sincere and honest to accept weaknesses and victories. In this way, more experiences are on hand that will serve as source for planning purposes for future mass actions.*

### **C. Alliance Building**

An alliance is an expression of unity and cooperation of various migrant organizations towards a common aspiration, interest or objective. An alliance may be temporary or long term based depending on the basis for its formation. A temporary alliance is formed based on the collective unity to launch an issue-based campaign. A long-term alliance is formed to pursue the continuity of assistance and cooperation.

In alliance building, the strength of unity is further forged through extending assistance among different mass organizations. An issue is better explained and projected because it can reach a wider scope.

Nevertheless, the formation and structure of each organization comprising an alliance retains its independence. What is added is the implementation of work / task based from the collective unity of the alliance.

It is necessary that democracy be observed in alliance building. Decision/position of each member organization must be considered and they understand the objective of every mass action that the alliance will take.

The following are guiding organizational principles that must be observed and practiced within an alliance: decision making by consensus; the majority cannot dictate on the minority; the minority cannot veto the majority; mutual help and protection; and mutual benefit and cooperation. These are principles that guide the continuing unity of migrant organizations wherever they are and in countries they are in. These principles will also ensure that the right of each member organizations is assured and democracy is observed and practiced within the alliance.

In a long-term alliance, the general assembly is the highest decision-making body. Under it is the executive body and the secretariat. The executive body serves as the implementing organ in between congresses, making sure that the unity and programs decided by the congress is smoothly implemented while the secretariat does the day-to-day operation and task within the alliance.

## **CHAPTER 3 Duties and Responsibilities**

### **Responsibilities of Officers**

The officers are responsible to lead the organization and to ensure that the operation is managed and tasks are implemented.

They must ensure that the plans and decision are collectively and systematically implemented. They must know the situation of their members and members are regularly updated of the situation of their organization. One of their responsibilities is to train potential leaders in the future.

### **Responsibilities of Members**

It is the responsibility of the members to actively practice the principles and efforts/aspirations of the organization. It is important to bear in mind that they are the key part of the organization, and that the consolidation and expansion of the organization is not only on the hands of the officers.

Each member must be confident of her/his capacity and must trust the collective strength of

the organization. S/he must help the members to raise their awareness and direct their efforts towards the development of the organization.

Each member must participate actively in all activities decided upon by the organization. Inactive participation of the members will lead to the weakening of the organization.

It is also important that the members can freely voice-out their suggestions so that the organization will be more stable. Any criticisms that are not expressed become rust that weakens the unity of the organization.

### **Committees in an Organization**

A committee is a group composed of one official (or more) and some members of the organization. Each committee has a particular responsibility and objective. A committee must see to it that the organizations activities and projects are pushed through. It also handles the needs and problems of the membership. It is also here where potential leaders of the organization are also trained.

**a. Education Committee** - *it plans and implement the programs for the members' education. This committee conceptualizes the course module and ensures that this is echoed to the membership. The course modules that are conceptualized must be according to the needs of the organization.*

**b. Propaganda Committee** - *it disseminates the objectives and principles of the organization, activities and other relevant information regarding the organization. Issuing newsletters does these; distribute a reading material that raises the awareness of the membership on important realities inside and outside the organization.*

**c. Organizing Committee** - *its major responsibility is to expand the membership of the organization. This committee recruits and organizes other areas or sectors that are not yet reached by the organization. The committee assists the officers in resolving organizational problems.*

**d. Finance Committee** - *it handles the funds of the organization and handles the fund raising projects of the organization. It is responsible to collect financial support from institutions and other organizations.*

**e. Welfare Committee** - *it handles the well being of the membership. It assists members to collect the benefits due them and it supports them and their families at times of accident or sickness.*

Based from needs, committees may be formed. What is important is, we identify particular responsibilities of committees that will be established.

## **CHAPTER 4**

### **Managing an Organization**

To manage a mass organization is to see to it that its professed aims are achieved efficiently and economically. Managing an organization includes the preparation of organizational program, attending to organizational matters such as organizational structures and financial and office management.

Officers and members must work hand in hand and practice collectivism in approaching day-to day operation of the organization. Considering the characteristic of migrants, which are temporary and individually separated from work, more collective effort is very much needed.

#### **1. Administration**

In administering organization, definite persons with a defined task must be identified. They are usually the elected Secretary and teamed up with the President and Treasurer. Some active members can also join the team in administering some office work such as filing documents, receiving and recording incoming and outgoing mails, answering phone calls and entertaining visitors.

In a usual migrant organization, active members who wish to join the team in doing some administrative work can help by directly assisting the secretary in filing documents, doing follow up work among members and other matters that needed some legwork assistance.

## **2. Planning**

A plan is a set of activities and tasks to consolidate the mass organization and answer the need of the mass membership. It is planned according to the needs of the membership. Planning usually includes various kinds of activities, such as education, information dissemination, organizing, campaign and lobby work, legal aid and welfare.

Planning is also a process of defining WHAT to do WHEN, WHERE, HOW MUCH and WHO should do things, to be able to implement actions in a systematic manner to avoid waste of time and energy and minimize mistakes in the pursuit of goals and objectives.

Why do we need to plan?

- Achieve goals/objectives in a systematic way
- To maximize time/resources
- Anticipate problems
- Estimate cost
- Utilize limited resources to the maximum, etc.

There are resources and factors involved in planning. These are people, knowledge/skills, time and money.

Stages in Planning:

1. *know the needs and problems to be addressed*
2. *what do you want to achieve?/ formulate objectives*
3. *map-out/suggest possible ways of achieving goals*
4. *examine advantage/disadvantages of each proposal*
5. *decision making - which proposal to accept*
6. *inventory of resources (time, people, money, etc.)*
7. *division of labor - who will do what, when, where, how and how much*
8. *when should the evaluation be done*

A good objective and plan is SMART

- S**-specific
- M**-measurable
- A**-attainable
- R**-realistic
- T**-time-bound

The formation of committees is needed to ensure the day-to-day, systematic and continuing implementation of each program. The committees can be under direct supervision of the general secretary of the organizations or the Vice-Chairperson, whomever is designated by the general membership.

## **3. Assessment/Evaluation**

Learning from past experiences is a useful guide to advance future organizational plans and actions. Thus, after the plan gets concluded, an assessment and evaluation of the

organizational plan is the next important task of the organization. This must be done before venturing to other plans and actions.

Evaluation and Assessment must be participatory. It must be done in participation of the general membership. It is a process of assessing, among members who are directly involved in the project implementation, how far an activity has progressed and how much further it should be carried to accomplish objectives. It includes a review of what has been done and asking for feedback, etc.

**The purpose of evaluation is:**

1. *To see if the purpose/objective has been met and all are happy and contented with the results;*
2. *To avoid making the same mistakes*
3. *To have a basis for improvement - correcting mistakes*
4. *To identify the strengths and weaknesses, etc.*

Assessment and evaluation is an important task that identifies the weaknesses and strength of members/officers in performing its assigned task, as well as the performance of the organizations in general. To identify the strength is to determine what to maintain or improve while weaknesses is to know what not to do next time and what to change or correct.

It is also a method of identifying whether the plan is "SMART" and this will help to identify the level of capacity of the organizations. It involves monitoring and analysis of project implementation to assess project output and desirability of results.

**APPENDIX**

**A. Sectoral organizations and institutions for migrants that can be contacted in the Philippines and other countries:**

**MIGRANTE - International**

49 Mayaman Street  
Teachers Village  
Quezon City, Philippines  
Phone # (632) 9262838 Fax # 4332136  
E-mail: [migranteintl@nsclub.net](mailto:migranteintl@nsclub.net)

**Mission for Filipino Migrant Workers (MFMW)**

Bethune House Migrant Women's Refuge (BHMWR)  
St. John's Cathedral, Garden Road, Central  
Hong Kong, SAR  
Phone # (852) 2522-8264  
Fax # (852) 2526-2894  
Email: [mission@migrants.net](mailto:mission@migrants.net)

**United Filipinos in Hong Kong (UNIFIL-HK)**

2/F., New Hall, St Johns Cathedral,  
Garden Road, Central,  
Hong Kong SAR

Phone # (852) 2810-4379  
Fax # (852) 2526-2894  
E-mail: [execom@unifil.org.hk](mailto:execom@unifil.org.hk)

**BAYAN (Bagong Alyansang Makabayan)**

23 Maamo Street , Sikatuna Village  
Quezon City, Philippines  
Phone # (632) 435-9151  
Fax # (632) 922-5211  
E-mail: bayan@iname.com

BAYANs mailing address:  
P.O. Box 10296  
Broadway Centrum 1112  
Philippines

**KILUSANG MAYO UNO (KMU)**

Rm. 301 Philippine Herald Building  
6061 Muralla St. Intramuros  
Manila, Philippines  
Telefax # (632) 9284036  
E-mail: kmuid@mnl.cyberspace.com.ph

**Kilusang Magbubukid ng Pilipinas (KMP)**

No. 82-C Masikap Extension  
Teachers Village, Diliman, Quezon City  
Phone: (632) 922-0977  
E-mail: magbubukid@hotmail.com

**GABRIELA-Philippines**

#35 Scout Delgado, Roxas District  
1103 Quezon City, Philippines  
Phone: (632) 374-3451, 371-2302  
Fax: (632) 374-4423  
E-mail: gab@mnl.sequel.net

**League of Filipino Students (LFS)**

1838 Dapo Street  
Pandacan, Manila  
Philippines  
E-mail: lfsphil@ac5.amanet.net

**SIKLAB**

Philippine Women's Center  
c/o Kalayaan Center  
451 Powell St. Vancouver, B.C.  
V6A 1G7 Canada  
Telefax # (1604) 2151103

**Philippine Support Group**

500 Huron St. Toronto, Ontario  
M5R 2R3 Canada  
Phone # (1416) 9299413

**BAYAN Intl. USA**

**PESANTE**

**Kilusan ng Progresibong Kabataan (KPK)**

**League of Filipino Students - LA**

P.O. Box 862546  
Los Angeles, CA 90086  
2546 USA

**B. Guide to Social Investigation**

## I. Investigating the target area for organizing

- A. Area Description  
(Is it a park, a business establishment, community, residential area or other things?)
- B. How many migrant workers are frequently visiting or staying at this area? How often? And how long? And what kind of activity are they doing?
- C. Does migrant workers in this area have their own organization? Is it a formal or informal organization? What type of groups are they, sports, religious, regional or provincial groupings, associations, unions, etc.?
- D. On what percentage does migrants in this area belong to organizations or informal groups?
- E. What kind and forms of activities do they have?

## II. Investigating a migrant workers organization or informal groups of migrants

- A. What are the profiles of the officers? Do they have experiences in organizing or community work in the Philippines or in other countries as migrants?
- B. How many memberships do they have? How many percentages are active in the organization and inactive?
- C. Does their membership belong to one province or specific commonplace in the Philippines?
- D. What is their basis of unity as an organization or as a group?
- E. What kind of activity do they have? Do they participate in other activities organized by other groups?
- F. What are the common problems they are facing with regards to their:
  - 1. Membership and Officers?
  - 2. Finances?
  - 3. Activities?
  - 4. Education work?
  - 5. Campaigns? if they have.And how they able to cope with it?

## C. Sample Constitution of Organization

### **Constitution and By-Laws Friends of Bethune House - Hong Kong**

We, concerned Filipino migrants, bind ourselves together to create an organization which shall have the nationalist and democratic ideals of our people in general and migrant Filipinos in Hong Kong in particular. We recognize, that as migrant workers, we experience various types of exploitation and oppression which need the concerted effort of migrants to effectively address. We shall tirelessly work to defend the rights gained by the struggles of migrant workers and shall forever uphold the welfare of migrants. With these ideals, we hereby declare this constitution and by-laws of the Friends of Bethune House.

#### **Article I** Name, address and emblem of the organization

Section 1. The organization shall be known as the Friends of Bethune House, hereby referred to as the FBH

Section 2. The organization shall be based at the Bethune House Migrant Women's Refuge (BHMWR), #4 Jordan Road, Kowloon, Hong Kong or such other place decided upon by the executive committee subject upon the affirmation of the general membership.

Section 3. The emblem of the organization shall be a blue outline of a house with the letters "FBH" inside.

#### **Article II.** Objectives and Purposes

Section 1 The objectives and purposes of the FBH are:

- a. To strengthen unity and camaraderie among the members of the FBH.
- b. To conduct education and information training to members on issues which affect migrant workers in Hong Kong, and Hong Kong's Labor and Immigration Laws and policies affecting migrant workers.
- c. To educate or members on the issues affecting the Filipino people at the home front and effectively relate these issues on the situation of migrant Filipinos in Hong Kong in particular and migrant Filipinos in general.
- d. To provide assistance for the welfare of the active members of the organization
- e. To relate, coordinate and unite with other Filipino migrant organizations in Hong Kong and grassroots organizations in the Philippines for the advancement of the rights and welfare of Filipino migrants in Hong Kong and the Filipino people in general.
- f. To unite with migrants of other nationalities, advocates of migrant rights and other sympathetic institutions and groups in Hong Kong to advance the rights and welfare of migrants in Hong Kong.

### **Article III. Membership and Fees**

Section 1. The FBH shall be open to all Filipino migrants who adhere to the principles and objectives set by the organization and who are prepared to actively work to meet the organizations' aims.

Section 2. Migrants of other nationalities shall also allowed to become members as long as he/she believes in the objectives, adheres to rules and actively participates in the activities of the organization.

Section 3. An applicant must fill in a membership form and then shall be issued a membership card upon the payment of the membership fee.

Section 4. The membership fee shall be HK\$50.00 renewable per year while the monthly due shall be HK\$5.00, applicable to all members regardless of current employment status. In case an applicant does not have a source of income due to pending case (or temporarily out of job) or is currently a client of the BHMWR, he/she shall pay an initial membership fee of HK\$10.00. The balance shall be paid in full once he/she starts to earn salary.

### **Article IV. Rights and Duties of Members**

Section 1. All members have the right to:

- a. Be informed and take part in any activities of the organization.
- b. Be informed of any decision made by any bodies within the organization which shall affect the general membership and the FBH as a whole.
- c. Elect and be elected in any position in the organization.
- d. Speak and express his/her opinion without prejudice.
- e. Access to all the records of the organization.

Section 2. Members have the duty to:

- a. Abide by the policies set in this Constitution and bylaws and by any other policies set by the Executive Committee subject to the approval of the Annual General Meeting
- b. Actively participate in the activities of the organization towards the achievement of the organization's objectives
- c. Protect the integrity, dignity, and name of the organization.
- d. Perform the tasks in line with the thrust of the organization given by the democratically elected officers of the FBH
- e. Pay the membership fee and the monthly dues regularly

## **Article V. Organizational Structure and Duties of the Executive Committee**

Section 1. The Annual General Meeting (AGM) shall be the highest policy-making body of the organization. It shall set the thrust and chart the direction of the FBH, approve the general plans and other major documents of the organization, and elect the Executive Committee of the FBH. It shall be organized every year on the date and venue which the ExeCom shall set. A special general meeting may be called upon the request of the majority of the membership.

Section 2. The Executive Committee is the highest decision making body in between AGMs. It shall particularize and implement the plans of the AGM and take care of the day-to-day activities of the organization. It shall be composed of the Chairperson, Vice Chairperson, Secretary General, Education Officer, Finance Officer and the Socio-cultural Officer. The Execom shall meet at least once a month or at any other time when the need rise up.

Section 3. The Chairperson shall:

- a. Lead the organization in the conduct of its day-to-day activities and the implementation of the plans of the AGM
- b. Facilitate the AGM and the meetings of the Execom.
- c. Represent the FBH in any official functions that the FBH shall participate in.
- d. Perform other tasks which the AGM or the Execom might delegate to him/her.

Section 4. The Vice Chairperson shall:

- a. Assist the Chairperson in the conduct of his/her duties
- b. Assumes the position of the Chairperson in case of absence, resignation, impeachment, death or any other instances where the Chairperson can not discharge his/her duties.
- c. Perform other tasks which the AGM or the Execom might delegate to him/her.

Section 5. The Secretary shall:

- a. Oversee the discharge of duties of the members and ensure the smooth operation of the committees of the organization.
- b. Regularly update the organization's roster of active members.
- c. Keep all the records of the organization and its members
- d. Take down the minutes of the Execom meetings.
- e. Perform other tasks which the AGM or the Execom might delegate to him/her.

Section 6. The Education Officer shall:

- a. Head the Education and Research Committee of the organization.
- b. Ensures the regular conduct of educational discussions and forums on issues which affects migrant Filipinos in Hong Kong in particular, and the Filipino people in general.
- c. Ensures the proper reproduction and distribution of education materials for the members of the FBH.
- d. Perform other tasks which the AGM or the Execom might delegate to him/her.

Section 7. The Finance Officer shall :

- a. Head the Finance Committee of the organization.
- b. Ensures the payment of membership fees and regular monthly dues.
- c. Keep a record of the organization's finances and regularly update the Execom of the FBH financial status.
- d. Leads the organization in any of its fund raising activities
- e. Perform other tasks which the AGM or the Execom might delegate to him/her.

Section 8. The Socio-cultural officer shall:

- a. Head the Socio-cultural Committee of the organization
- b. Facilitate cultural trainings for the cultural development of the organization.
- c. Facilitate the recreational activities of the organization.
- d. Lead the organization in any cultural activities or where a cultural presentation from the organization is required.
- e. Perform other tasks which the AGM or the Execom might delegate to him/her.

**Article VI. Elections, Quorum and Disqualification**

Section 1. Election shall be held every two years by the AGM by secret balloting. A duly constituted Committee on Elections (COMELEC), which the Execom shall form before the AGM, shall facilitate elections. All ballot papers must not be signed or marked other than the names of candidates they chose to vote. All ballot papers must be placed in a sealed ballot box. Counting and declaration of the new set of officers shall be done by the COMELEC.

Section 2. A simple majority of 50% plus 1 of the total active members shall constitute a quorum for the organization.

Section 3. Any elected officer can be disqualified and impeached due to loss of confidence, mental illness, damage to the integrity of the organization, or by any other reasons which the Execom, subject to the affirmation of the AGM, should consider as a valid ground.

**Article VII. Dissolution**

Section 1. The organization may be dissolved by the AGM upon 2/3 votes of all voting members and the remaining assets will be given to the Bethune House Migrant Women's Refuge upon decision of the AGM.

**Article VIII. Amendments**

Section 1. This Constitution and By-laws may be amended by a 2/3 majority of votes cast during the AGM, provided that a formal notice/ copy of recommended amendments has been sent to all qualified members, at least one (1) month before the AGM.

**D. Sample Campaign Plan**

**Rationale**

The continuing and deepening socio economic and political crisis in the Philippines brought about by the neo-liberal and anti-people policies of the Estrada administration exacerbated the worsening situations and conditions of the Filipino people.

Millions of our people continue to live in dire poverty while a few ruling elite especially those who are close to Estrada administration continue to enrich them selves. They gain more political and economic power as the present administration is beset with scandals and cronyism. These are the likes of Lucio Tan the tycoon who owned PAL and PNB, scandal at the Security and Exchange Commissions, fiasco over PCSO, etc.

On the other hand, majority of our people are losing their jobs due to massive retrenchments and wide spread contractualization of the labor force. Not to mention the long period of wage freeze, rampant CBA violation by the management, union busting and non-recognition of trade union rights such as the case of Manila Hotel striking workers, etc.

Landlessness is still the prevalent and major problem in the countryside.

While those who can afford to pay huge fees are forced to work abroad as domestic helpers, nannies and others works in factories, constructions, hospitals, salesclerks and sweatshops. Others resort to borrowing money from loan sharks or mortgage their properties in order to pay huge expenses and fees before working abroad.

The Philippine government continues to earn millions of revenues everyday from those who wish to work abroad. These revenues comes from collection of passport fee, clearances, authentication of documents, medical & dental examinations, OWWA membership fee, POEA processing, PDOS, Medicare, etc. Not to mention the recent pronouncement of the government to increase all government fees by at least 20 percent.

While abroad, the Philippine governments continue to amass millions of revenues through mandatory collection of fees through passport renewal, authentication of documents, affidavits, OEC, OWWA membership fee (MOI No.8) and others. Now they are charging 1000 pesos as penalty to those who delayed their filing of income tax exemptions. This penalty is being implemented without prior announcements and public consultations.

Since sectoral and multi-sectoral peoples organizations in the Philippines launched campaign to oust Estrada, progressive and organized Filipinos abroad should intensify its local and region-wide coordinated campaigns through various means depending on our capacity, capability and resources and raise our campaign against commodification at a new and higher level.

The 2<sup>nd</sup> Congress of MIGRANTE International passed campaign resolution to launch a sustained, coordinated, intensified, region and global-wide campaigns and struggle against the issue of commodification.

#### Campaign Description

In response to the campaign resolutions of the 2<sup>nd</sup> congress of MIGRANTE International held last December 1999, migrant organizations and institutions in the regions will launch a coordinative local and regional migrant struggles and campaigns.

We will launch simultaneous but coordinative campaigns both on the local level and in the region.

APMMF will serves as the coordinating center of our campaigns and will be working closely with MIGRANTE International in Manila and through its Global Council representatives.

#### Objectives:

1. Initiate campaign to expose and oppose the labor export policy and commodification of the Estrada administration
2. Develop local and region-wide mass campaigns against Philippine government exactions and for the protection and promotion of migrant rights and welfare
3. To help in the consolidation and expansion of MIGRANTE International member organizations
4. To promote and support MIGRANTE International
5. To launch supportive actions on major sectoral and national issues

#### Major Issues

1. State Exactions - Passport Fee, Temporary travel documents, Abolish MOI No.8, OWWA Memo 99-016, Medicare, etc.
2. Purple Rose Campaign  
(Campaign against sex-trafficking of women and children)
3. P1000 BIR penalty
4. Stranded and jailed migrants
5. Philippine National Issues (c/o BAYAN)
  - a) Oil Price Hike
  - b) P125 Wage Hike
  - c) Retrenchment and Contractualization

#### Forms of Action

1. Mass delegation and dialogue with officials of Philippine Embassies and Consulates
2. Statements (Massive Distributions)
3. Letter to the Editor
4. Picket/demonstrations
5. E-mail Bulletins
6. Cultural presentations

Time Frame: April to December 2000

General Slogan/Calls:

#### Migrants

1. Stop Commodification of Filipino Migrants!
2. No to Labor Export Program!
3. Abolish BIR P1000 penalty, Now!
4. Standardization of passport fee and other fees based on the Philippine rate!
5. Abolish MOI No.8 and OWWA Memo 99-016!

#### National Issues

1. No to Oil Deregulation, Nationalize Oil Industry!
2. P125 Across the board increase of workers' salary!
3. Oust Estrada!
4. No to Contractualization and Retrenchment of Workers!