

(Headquarters)

CITIZEN PARTICIPATION DEPT.
Mack Lyons

MASTER PLAN.
Mack Lyons

LEGAL

STAFF

FIN. AUDIT
Paul Hammond

(Headquarters)
Day to day details,
schedule, frees Mack
to do master planning.

LEGISLATIVE DIV.
Mack Lyons

Sacramento Br.

Florida Branch

Wash., D.C. Br.

New York Br.

Wash. State Br.

lobbying
testifying
monitoring
coord. support
educ. & com.
legislators
public
media

Research & Analysis

(Substantially in fields)

(Headquarters)

MEMBERSHIP DIV.
Madeline Pitt

develop & effect a plan
seek work data - *Pete has*
dev. educ. materials.
procedures
schedule
F/O staff education
Farm workers educ. *political survival - theme*
monitoring checkoff
liaison with Field Office
liaison with negotiators *not w/ neg to explain importance*

(Where there's membership
with some coordination
from headquarters)

CIVIC ACTION DIV.
Michael Linfield

identify local issues
planning & strategies
local civic action
effect local pol. struc.
support action liaison
community education
endorsing politicians
be available to help
-not direct
coord. ranch com.
civic action com.
endorsing conventions
conferences with Ran. Com.

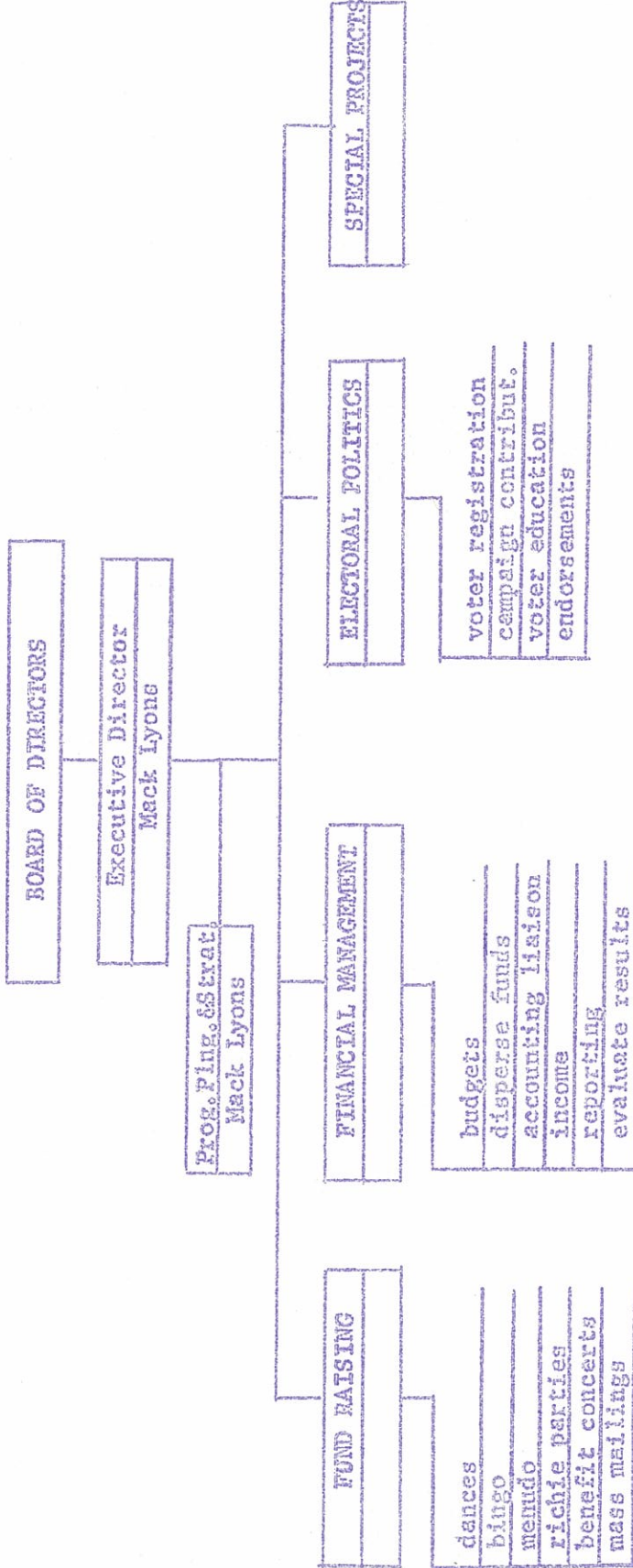
(in fields but coordinated
from headquarters)

ADMINISTRATION DIV.
Madeline Pitt

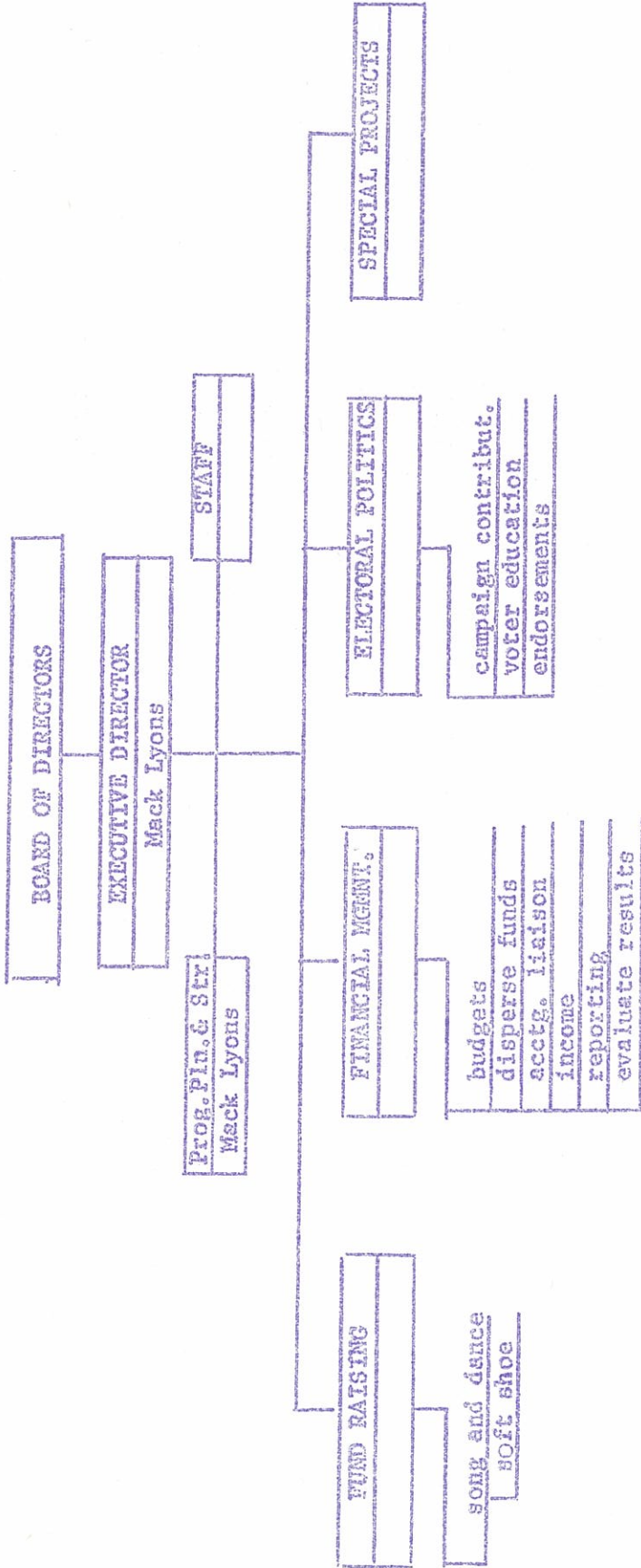
financial managment.
budgets
acctg. liaison
reporting *(on Paop 9)*
personnel *(personnel there schedules (keep up))*
logistics support
correspondence
mail
type
file
programs
schedules
reports
education
materials prep.
staff training

political inform.

FEDERAL POLITICAL ACTION COMMITTEE



STATE CITIZEN PARTICIPATION COMMITTEE



LEGISLATIVE DIVISION SAM OBJECTIVES

- .By 7 September, 1976, reactivate office in Sacramento.
- .By 15 September, 1976, formulate (write) plan to deal with "Select Committee" in Florida on collective bargaining.
- .By 1 January, 1977, complete "Profile" file on each California state and federal level elected politician.
- .By 15 January, 1977, complete initial legislative plan for Union.
- .By 23 August, 1976, complete review and written analysis of the status, prognosis and recommended UFW position relative to the proposed California Joint Oversight Committee on AIRB.

MEMBERSHIP DIVISION SAM OBJECTIVES

- .By 23 August, 1976, identify those ranches under UFW contract scheduled to have Citizenship Participation Day in September, 1976; identify expected number of workers and contributions and advise Contract Administration Department in writing of supporting action required from them, particularly at the Ranch Committee level.
- .By 15 September, 1976, have all workers sign C. P. Day authorization cards; who are under contract and have C. P. Day on 19 September, 1976.
- .By 22 August, 1976, Mack Lyons adequately convey Membership Division Head functions, authority and accountability to Madeline Pitt that there is no delay in her proceeding to effectively function as Division Head.
- .By 1 September, 1976, complete a file of all ranches under contract that are obligated to check off if cards are signed; file to include Ranch Committee names, addresses, contract details, company contact person, etc.
- .By 1 September, 1976, compile history of contributions by company, by worker.
- .By 23 August, 1976, find and move into an adequate office space at LaPaz.

Pete has info.

meet w/ Pete + Dolores

ask Pete

may be in computer ←

ask if possible

give list of 100 see if they have authority they have to get them signed up

need grants from P + D

P + D wing

CIVIC ACTION DIVISION (REAL) SAM OBJECTIVES

- .By 23 August, 1976, obtain and place in use one typewriter (electric) that will operate adequately.
- .By 23 August, 1976, complete typed draft of endorsing policies and procedures for 5 September, 1976 convention ready for presentation to Board of Directors.
- .By 25 August, 1976, start making contacts with supportive politicians in conformance with endorsing policies and procedures approved by Board of Directors.
- .By 1 September, 1976, complete profile on each California state and federal level politicians under consideration for endorsement.
- .By 15 September, 1976, complete initial investigation, report and recommendations on 1) Delano City Council, Filipino issue; 2) San Jose Raza Police Dept. beef; 3) Newspaper Guild Bay Area Guardian Strike; 4) San Jose minority group vs. Merritt Hotel discrimination on hiring; 5) Mario Cantu vs. Immigration Dept. case; 6) Coachella Teachers vs. Schools Administration; 7) Oakland murder by police; 8) San Francisco International Hotel (Filipino retirement issue).
- .On 5 September, 1976, complete successful endorsing convention, with minimum participation and action as follows. . .
- .By 10 September, 1976, obtain information on candidates outside California who requested endorsement.
- .By 1 October, 1976, complete initial profile file on each organization with which UFW interacts.

if not done by convention
ADMINISTRATION DIVISION SAM OBJECTIVES

Dianna

not me

- .By 15 September, 1976, complete CSD brochure, have them printed and one distributed to each UFW member.
- .By 3 November, 1976, have obtained and start training of eleven (11) additional staff persons for C.P. Department.
- .By 22 August, 1976, complete detailed turnover of budgets and administrative duties from Dianna to Madeline.
- .By 24 August, 1976, set up adequate filing system for carrying out Administration Division functions.
- .By 24 August, 1976, meet with Peter and Dolores and develop detailed schedule of supporting work to be performed by Dolores.
- .By 20 September, 1976, recruit and have on job to start training in the take over of Administration Division Head functions.

FINANCIAL AUDIT SAM OBJECTIVES

- .By 23 August, 1976, identify options for policies re contributions and for data collection and summarization; and decision made on, at least, which collection option is to be used.
- .By 24 August, 1976, finalize, print and distribute detailed notice on accounting policies and procedures re "Yes on 14" campaign.
- .By 24 August, 1976, complete initial PERT chart of the data flow to produce each "Prop 9" report.
- .By 24 August, 1976, complete breakdown of "Prop 14" budget for audit operations through November, 1976.
- .By 24 August, 1976, complete detailed written audit plan of operation.
- .By 25 August, 1976, Paul Hammond submit a copy of his application to Personnel Relations Department.
- .By 1 September, 1976, have Data Processing complete test runs on each computer program they are to be running in support of "Prop 14" campaign accounting and auditing.
- .By 1 September, 1976, Paul Hammond spend 4 days in Berkeley and complete obligations there.
- .By 10 September, 1976, complete first visit and review/audit/discuss financial management operations at each "Yes on 14" campaign office.

FEDERAL POLITICAL ACTION COMMITTEE SAM OBJECTIVES

- .By 26 August, 1976, meet with Cesar and finalize in writing the initial FPAC policies and procedures.

STATE CITIZEN PARTICIPATION COMMITTEE SAM OBJECTIVES

- .By 1 September, 1976, complete written financial procedure for fund raising dance after endorsing convention on 9/5/76.
- .By 25 September, 1976, complete "35 day" Prop 9 report on "Yes on 14" campaign ready to file on 28 September, 1976.
- .By 28 September, 1976, obtain copies of each and all Prop 9 reports from groups in opposition to "Prop 14."
- .By 10 September, 1976, file supplemental report of July 26 copy of the original Prop 9 report on the Farm Worker initiative.
- .By 25 October, 1976, file the 7-day Prop 9 report re "Yes on 14" campaign.
- .By 10 December, 1976, file final Prop 9 report on "Yes on 14" campaign.

OTHER SAM OBJECTIVES

- (A) By noon, 22 August, 1976, complete copies of "Charts - Numbers 53 through 65." (Jeannine)
- (B) By 21 August, 1976, complete smooth typed draft of SCPC Accounting policies and procedures for "Yes on 14" campaign. (Diana)
- (C) By noon, 23 August, 1976, complete ditto copies of charts and extracts from tape dealing with endorsing policy and procedures re convention actions. (Jeannine)
- (D) By 29 August, 1976, issue notice re CPD workshop, organizational alignment, personnel assignments, etc. (CPD and Management Sys.)
- (E) By 1 September, 1976, complete copies of charts Numbers 1 through 52. (Jeannine)
- (F) By 25 September, 1976, complete typed copies of CPD workshop notes. (Jeannine)