

CFUW ADVOCACY GUIDELINES

When writing or speaking “on behalf of CFUW”, requests for action must be based on CFUW policy found within the CFUW Policy Book.

IN THE ABSENCE OF POLICY

- Letters may be written to ask for information – “Our Club is studying ...”
- If a club wishes to react to a local situation where there is no CFUW policy, a vote of the membership must be taken before committing to a course of action. Any action must be consistent with CFUW purposes.

COMMUNICATING WITH ELECTED OFFICIALS

Working with local MPs and provincial legislators on current issues creates urgency and adds to the impetus for change. Communications from constituents are discussed in caucuses.

- CFUW Clubs Provincial/Regional Councils, and National office communicate with elected officials within their own jurisdictions. For example:
 - National Office communicates with federal legislators and partners.
 - Provincial Councils/ Provincial Regional Directors communicate with provincial legislators and partners, and
 - Clubs communicate with their local elected officials, including MPs/MPPs/MNAs/MLAs
- Clubs wishing to communicate with Provincial or Federal Ministers must do so in collaboration with their Provincial/Regional Councils, or National Office, respectively (unless they are the local MPP/MNA/MLA or MP).
- If any CFUW body wishes to communicate with someone outside their jurisdiction, they must consult with the appropriate Club or Provincial/Regional Council.
- Clubs wishing to communicate with elected officials in a neighbouring district where there is no club must explain to the recipient why they are receiving the letter explaining what CFUW is as an organization.

COMMUNICATION PROTOCOL

In all situations, locally, provincially, nationally and internationally, the respective President or her designate is the official CFUW Representative.

- Letters must be sent out under the signature of the President (Club, Provincial/Regional or National), or her designate on official letterhead. The Club President, or her designate, should have the support and authorization of her Executive.
- If the President has a conflict of interest or is uncomfortable signing correspondence requesting action on an issue for which there is CFUW policy, she must excuse herself, discuss the matter with her Executive or Board, and if necessary, designate someone else to sign on behalf of the CFUW body.
- Individual members are encouraged to write to any politician on any issue about which they have a concern. They may use information from CFUW sources, but may not write “on behalf of CFUW”, use CFUW letterhead or send an email from a CFUW email account.