



**Centre for Education and Communication**

BUILDING A WIDER HORIZON WITH LABOUR

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BUILDING  
A WIDER HORIZON  
WITH LABOUR

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# Preface

It is our pleasure to present before you the Annual Report of the Centre for Education and Communication (CEC) for the period April 2006 to March 2007.

This report is a summary of the activities carried out by various Programme Centres of CEC during the reporting period. The information of the detailed activities can be availed of from the half-yearly reports and VOICES, the in-house journal, which carries the monthly activity reports from the Programme Centres. The information can be made available to the interested individuals/organisations on demand.

We acknowledge the contribution of Dr. Ramanath Nayak, Programme Manager, Department of Communication and Information Systems and Alet Mathew in the production of this report.

We look forward to receiving your valuable comments and suggestions

New Delhi  
July 2007

J John  
Executive Director

## Executive Summary

1. The Centre for Education and Communication (CEC) was initiated in 1982 by a few activist intellectuals as 'Labour Rights Centre', keeping in view the new labour movement that emerged at the time in various parts of the country. Since 1994, CEC has been functioning as a 'Labour Resource Centre' for research, campaign and support on key concepts, ideas and policies that enhances the dignity and power of labour by engaging with workers and workers' organisations, particularly trade unions.
2. Keeping in mind the vision of the organisation, CEC has put in place certain processes and systems by which the organisation is directed and administered. The governance of the organisation at various levels is carried out with the involvement of the members of the CEC society, the management and the Governing Board (GB). Besides the internal governance system, CEC also involves other partners, collaborators and associates, including the community, workers, trade unions, NGOs, etc., in the governing process.
3. In harmony with its culture and perspectives CEC has largely a flat structure. The staff members are, however, organised into programme centres, giving it the functional flexibility of a matrix organisational structure, with a clear delegation of responsibilities.
4. To achieve the goals of the organisation, various programme centres in CEC undertake research and campaigns.
5. While undertaking various activities, CEC has established networking partnerships with a large number of international organisations, central trade unions and other national, independent and industrial unions, people's movements and their national alliances, NGOs and non-union labour organisations.

## Forced Labour and Child Labour

6. CEC is responsible for implementing the South Asia Project on Bonded Labour in India, a four-year action research cum advocacy project, simultaneously implemented in India, Nepal and Pakistan. It aims to study the effectiveness of various government, international organisations and non-government interventions for the eradication of the bonded labour system in South Asia. Besides desk research, the project in India has completed the studies in eight states (Karnataka, Chhattisgarh, U.P., Punjab, Orissa, Tamil Nadu, Rajasthan and NCT Delhi).
7. The National Convention on Bonded Labour, Jalandhar, 9--11 March 2007 came out with the 'Jalandhar Declaration', which demanded an amendment of the BLSAA, 1976 and the constitution of a judicial review committee on BLSAA. It resolved to constitute a BLSAA review committee from civil society to suggest changes. The declaration also emphasised the need to constitute a focused programme on brick kilns and resolved to remove bonded labour from brick kilns by 2015.
8. CEC, in collaboration with TIFT, produced two documentary films on Bonded Labour: Azad Nagar, capturing the release and rehabilitation of bonded labourers in Vidhisha district, Madhya Pradesh, and Ghulam Nagar, a film on the current situation of the bonded labourers in Rajasthan.
9. CEC completed a study on chronic hunger and food security in India in collaboration with 'Bread for the World' (BftW). The study looked at the possibilities of better assistance for underprivileged groups suffering from extreme hunger.

10. With the aim of providing bridge education to the children of labourers, CEC, with the support of Terre des Hommes, Germany, has been facilitating the Mazdoor Janata School, Zaffrabad, since 2004. This project is being implemented through the local community in the form of educational support. It is currently imparting education to more than 250 children.
11. A CEC study on child marriage and child labour in Chhattisgarh revealed that child marriage does not lead to child labour, but both are mutually inclusive. The study was completed in the month of April 2006.
12. CEC completed the fact-finding report on Working Conditions in the Sandstone Mines in Rajasthan, and submitted it to BftW. It is expected that BftW will use the report for campaigning in Marburg, Germany.
13. Trafficking of Young Girls from Assam project 'Assam Girls in Bride Trade' has completed the household survey in Haryana, and the researcher is collecting required information from Assam.
14. CEC, in arrangement with the ILO, has launched a website [www.bondedlabour.org](http://www.bondedlabour.org) to provide resources exclusively on the issue of bonded labour, and to help all the agencies, partners, stakeholders and activists committed to ending bonded labour.

## Migrant and Contract Labour

15. The 'National Convention on Unorganised Workers', Nagpur, 28-30 October 2006, was organised by a consortium of 14 NGOs, in which CEC played major role coordinating, organising, developing concept paper and documents on social security. The demand charter of the Nagpur convention, Nagpur Declaration was submitted to the Planning Commission Members, M.V. Rajasekharan, the Honorable Minister (Planning) & Ex-Officio Member and Ravi Srivastava, Member, NCEUSW. The Nagpur report has been finalised and is uploaded on the CEC website.
16. The programme centre coordinated and assisted in organising a state-level convention on Social Security and Labour Rights in Umaria, the tribal belt of Madhya Pradesh, on 10-11 February 2007. It was jointly organised by Rashtriya Yuva Sangathan, Ekta Parishad, Shahdole Koyalanchal Seva Samiti, AITUC, RCMS (INTUC), Koyala Mazdoor Sabha and supported by NIWCYD and CEC. Moreover, the programme centre coordinated and actively assisted in organising state-level conventions on Social Security in Guwahati, Bhopal, Bangalore, Rajnandgaon, Ranchi and Chennai.
17. CEC, on behalf of 'Social Security Now', sent a letter to Union Minister for Labour opposing the 'Unorganised Workers Social Security Bill, 2007'.
18. A training workshop on 'Integration of Knowledge of Labour Laws in Research, Campaign and Advocacy projects/programmes of CEC' was organised on 3 August 2006 in order to develop comprehensive understanding of labour laws.
19. CEC attended the 'Asian Conference on 'Strategies in Addressing the Labour Market Restructuring under Globalisation' co-organised by International Gender and Trade Network (IGTN), Front Nasional Perjuangan Buruh Indonesia (FNPBI, or National Front for Workers' Struggle in Indonesia) and the Nepal Progressive Trade Union (NPTUF) in Manila, Philippines, from 9--10 January 2007. It was decided to hold the next conference in India in the first quarter of 2008. CEC and IGTN will initiate preparations for the conference

## Trade and Labour Rights-I

20. The project, Crisis in Tea Industry: An Intervention in the Ongoing Restructuring of Tea Industry in India, looks at the phenomenon of the present crisis in the tea industry, examines the process of restructuring the industry, the existing legislative and policy framework and the possible interventions.

21. The Institute of Social Development (ISD), Kandy, Sri Lanka, and Centre for Education and Communication (CEC), New Delhi, organised the Second International Tea Conference in Kandy, Sri Lanka. The two-day conference was attended by the representatives of central trade unions, plantation workers' federations, small tea grower organisations and academicians and civil society organisations from India, Sri Lanka, Bangladesh, Nepal, Vietnam, Indonesia, Malaysia, Kenya and Zambia.
22. A rally at Hatton, Sri Lanka, was organised on the 2nd International Tea Day, 15 December 2006. Participating in the rally, were hundreds of workers and many others, who expressed solidarity towards the workers in the tea plantations of Sri Lanka.
23. Thousands of workers and small tea growers (STGs), including a large number of women, marched the streets of Gudalur on December 17, 2006, on the occasion of the International Tea Day, Gudalur, Tamil Nadu. Trade Unions and STG representatives from major tea growing states of Assam, West Bengal, Tamil Nadu and Kerala attended the meeting. The participants signed an action plan and memorandum of demands which resolved to strengthen the struggle for living wages, social security, land rights and remunerative prices.
24. As a part of the ITD Regional Observance, the STGs held rallies in the tea growing districts of Assam and West Bengal on 15 December 2006.
25. CEC attended the WSF 2007 in Nairobi along with the representatives of central trade unions, to build a network and alliances with different organisations, especially for Afro-Asian Labour Solidarity and to build an International Coalition for Just Tea as a follow-up on ITD. CEC convened two meetings along with ISD and Plantation Social Sector Forum (PSSF, Sri Lanka) in Nairobi. These were (a) meeting on International Coalition for Just Tea, 22 January 2007 and (b) meeting towards Afro-Asian Labour Solidarity, 24 January 2007.
26. Besides these two meetings, CEC also had meetings with Dr. Ombuki Charle at Kenyatta University, Nairobi, on 24 January to discuss the plans for the next ITD 2007 in Kenya, with Karen Oyiengo on 24 January to discuss the study on the International Commodity Agreement for Tea and with Daisy Herman, FIMARC, Belgium, to discuss on critical issues of the Indian coffee sector, while expressing concerns of the target group, the strategic allies in India, and in Africa and Latin America, and strategy for International campaign.
27. The Status Report on Closed and Abandoned Tea Gardens in Kerala, Tamil Nadu and West Bengal reveals the drastic fall in the overall quality of life of the workers, the poor infrastructure, and the lack of health facilities for the workers. CEC organised a regional workshop on Exploring Alternatives in Closed and Abandoned Tea Gardens in India in Kochi on 23-24 March, 2007. Large-scale migration, the increasing burden on the women due to unemployment, high suicide rate; the increasing rate of desertion among spouses, lack of basic amenities and poor healthcare services were among the issues that emerged in the workshop. The action plans arrived at were the formation of a Working Group and holding a Hunger strike by the trade unions to pressure the government.
28. CEC, together with National Fish workers' Forum (NFF), Tsunami Rehab Information Network (TRINet) and South Indian Federation of Fishermen Societies (SIFFS), organised a workshop at Nungampakkam, Chennai, from 25 to 26 August 2006 to discuss the draft policy suggestions by M. S. Swaminathan Committee and the issues that are directly or indirectly affecting the fisheries sector.
29. The ILO governing body placed the Convention on Labour Standards for the fishing sector item on the agenda of the 96th session of the conference. In view of the above, NAFSO, CEC and ICSF jointly organised the South Asia Conference in February 2007, in Sri Lanka as a part of the South Asia Campaign for the adoption of ILO standards on fishing. The meeting issued a statement asking the South Asian governments to support the Convention at the ILO.
30. The study, The implications of the Central and State Inland Fisheries Policies on the Rights and Livelihoods of the Traditional Inland Fishing Communities, is based on the fieldwork conducted in Badwani district of Madhya Pradesh. It revealed that the fishermen are not benefited by any subsidy, insurance, training and other benefits to which they are entitled by the state government.

31. Just Tea was an EU-funded project of CEC, jointly managed with FAKT Consult, Germany and Traidcraft, UK. The objective of the project was to develop the standards of the Code of Conduct (CoC) within the Indian tea industry from a multi-stakeholder perspective and to create support mechanisms and transparent monitoring to increase compliance. Three major activities taken up during 2006-2007 were: 1. Internet Platform, 2. Workshop III for STGs and 3. Consumer Campaign.
32. The Just Tea Internet platform is updated with news related to the tea sector, research and activity reports and direct links to the code of conduct (CoC) along with the information on regular activity.
33. Two workshops for STGs in the Indian tea industry were conducted in two regions -- Siliguri (2628 June 2006) and Coonoor (13 July 2006). The workshop was facilitated by Traidcraft.
34. The consumer campaign was implemented by the Just Tea project team and the Fabindia outlets in Delhi, Mumbai, Kolkata and Bangalore.
35. The Just Tea project got over in September 2006 with all the activities conducted successfully and a strong alliance built with the stakeholders in the major tea growing regions and with senior tea people in the tea industry. The report is uploaded on the CEC website.
36. The key outcomes of the project were: valuable learning in networked project management, bringing together major stakeholders in the tea industry and evolving a CoC for the Indian Tea Industry.

## Trade and Labour Rights- II

37. Keeping the leather sector as an important area of focus in the negotiations on NAMA under the WTO, CEC has initiated an action research on workers in the leather industry, with the objective of building a campaign for protecting social security in the leather industry. The study is located in three key regions of leather production in India: Chennai, Warangal and Agra. In Agra, the focus of the study is to understand the supply chain and how it operates. In Warangal, it is focusing on the working conditions and social security of the workers. The draft report of the study was submitted in March 2007.
38. CEC initiated a study on understanding NAMA and its consequences on labour, as a part of India Campaign on Non Agricultural Market Access (NAMA), which aims at building a broad alliance of stakeholders to campaign against the adverse consequences of NAMA on the workers in various industries in India. The Campaign will be based on a critical study of the ongoing WTO negotiations, specifically on NAMA and a simultaneous process of network building among stakeholders.
39. A memorandum, Protect Interests of Working People or Dump the Round, signed by representatives of 400 trade unions was sent to the PM and Minister of Commerce on 30 June 2006 and released to the press also.
40. The research on the Domestic Garment Industry project deals with the impact of globalisation on the domestic garment industry and its implication on the labour rights issue. The work on the domestic garment industry is still going on. The desk research was completed in April--May 2006.
41. As a part of the Campaign on All India Garment Workers Welfare Board (AIGWWB), CEC organised a meeting on 23--24 May 2006 in New Delhi, where CITU, NTUI, HMS, JwJ, AICCTU, CWDS, Fedina, SAVE and CSED took part. The meeting broadly discussed what the focus of a national campaign should be in India as well as the Asia floor wage campaign, the export and the domestic sectors, the subcontracting chain, the special economic promotion zones, the home-based workers, wage determination, employment regulation and welfare, gender issues, etc. CEC prepared a draft bill on the Garment Workers' Board for discussion.
42. The CWA-NTUI-CEC-JwJ Report on Outsourcing and Local Priorities in India tries to understand the nature of work and employment in in-sourced industries such as call centres and their impact on labour. The report

uncovers work organisation, human resource management and the nature of employment and their impact on employees in some selected call centres in India. It has come out with a study of 249 call centre agents from three main call centres in Mumbai and Delhi (Convergys, Accenture and Wipro Spectramind). The final report was released in New Delhi and Mumbai on 18 October 2006.

43. In Mazdoor Adhikar Mela, Bokaro, 24 April 2006, CEC organised a seminar on Bonded Labour and Migrant Labour, which was attended by 35 people, who resolved to affirm the rights of the people of Jharkhand, Chhattisgarh and Orissa to not to be bonded, to get their share in the economic development of the nation and to guarantee employment for men and women.
44. CEC attended the Annual Conference 2006 of ATNC Monitoring Network held in Bangkok from 21--25 July 2006. In this conference, the activities of the network were expanded from research and campaigning to training and education of workers with the view to enable workers to organise labour in Asian Transnational Corporations. CEC presented the India country report on informal workers, focusing on India's economic policies and its debilitating effect on agriculture and subsequent expansion of migration and informal workers. In addition, the informalisation of work in the formal sector and the problems of unionisation among the informal workers were discussed.
45. During 5--11 October 2006 on the request of SAVE, CEC visited Tirupur to study living wage in the garment industry. Tirupur is the only place in the country where every three years there is a tripartite wage settlement for the garment industry, The CEC team prepared a report Understanding the Changing Dynamics of Wage Settlement in Tirupur.
46. CEC is a part of the ETI Homeworkers' Project. In 2004, the ETI brought key retailers and brands together with trade union organisations and NGOs to produce the ETI Homeworkers' Guidelines, available at [www.ethicaltrade.org/d/homeworkers](http://www.ethicaltrade.org/d/homeworkers). ETI has supported the set-up of the National Homeworker Group (NHG) in Delhi, with the objective to improve working conditions of homeworkers in different locations in India, although the first pilot study was conducted in Bareilly, UP.
47. South Asian Labour Forum (SALF) is a joint platform of trade unions and labour support organisation from South Asia, formed in Kathmandu to take up critical issues of the Social Clause in WTO and Release of Fishworkers. South Asia Report on Labour Rights intends to investigate the status of observance of the core ILO labour standards, bring out the worst practices through case studies and in case standards are observed, quote the examples.
48. To ensure that labour is a part of the World Social Forum, trade unions and labour support organisations came together and formed Labour in WSF-India, a joint platform of trade unions associated with WSF India. It comprises central trade unions, federations, independent unions and labour support organisations, which came together to address the issues of workers both in the organised and the unorganised sectors. In ISF 2006, Labour in WSFIndia organised a seminar on Trade Union Perspectives on Communalism, Caste and Gender Issues; a public meeting on Labour in the Era of Globalisation: Inclusion or Marginalisation? The Road Ahead; and a seminar on Social Security Emerging Challenges.
49. With the strong belief that labour rights should not be compromised in the name of trade, CEC proposed a programme on Afro-Asian Labour Solidarity in World Social Forum (WSF) 2007, in Nairobi, Kenya. CEC was successful in organising the first strategy planning meeting for the Afro-Asian Labour Solidarity Event during WSF 2007 in Nairobi, where trade union representatives, labour activists, academics and NGOs from Asia and Africa participated.

## Sustainable Livelihood for Small Tea Growers and Workers in India

50. The 'Sustainable Livelihood for Indian Small Tea growers and Workers' programme focuses on STGs and workers in Tamil Nadu, Assam, West Bengal and Kerala to improve the livelihood of STGs and workers engaged in their tea gardens to realise fairer terms of trade.

51. The project implementation that started in March--April 2006 in Kerala, Tamil Nadu, West Bengal and Assam has been carried out with the support and involvement of the existing STG associations.
52. The project has facilitated the mobilisation of STGs in the form of STG societies; the existing associations have taken keen interest in organising the STG societies. Ninety-nine STG societies have been organised covering 3,762 small tea growers in four states (68 in Kerala, 14 in Tamil Nadu, 7 in Assam and 10 in West Bengal). Training was organised with the help of United Planters Association for South India (UPASI) and Tea Research Institute (TRA) on quality leaf plucking, pruning and bush management. STG societies have been organising village-level meetings to mobilise their members for quality leaf production and procurement and to have business linkage with the Bought Leaf Factory (BLF) for getting a better price. Research studies and reporting have been completed but the findings need to be discussed among the stakeholders, to take up advocacy. To mobilise the STGs of newly formed societies, exposure visits were organised in West Bengal and Assam; inter-state exposure was also organised in which six persons from Assam and West Bengal visited the society and associations of Kerala. A few societies in Tamil Nadu and Kerala have started leaf trading with the BLFs and are getting better prices.
53. Regular field visits, performance evaluation of staff, bi-monthly and annual review were organised to review the progress and plan of the project.
54. The Bamboo Workers' Programme aims to understand the changes that are taking place in the bamboo industry and its implications for traditional bamboo workers, to form bamboo growers' associations, to enhance the skills of bamboo workers through training, to increase sales through better market information and access and to preserve the genus of bamboo trees and generate other varieties. The project focuses on Kottarakora taluk in Kollam District of Kerala.
55. The project 'Green Gold' has an element of entrepreneurship, which aims at enabling people to undertake bamboo craft production as a means of livelihood. With financial support from Federal Bank, 8 out of 15 trained traditional bamboo workers, who formed an enterprise called Green Gold, have started the production and marketing of products. The unit now has been able to produce 15 types of household items and lifestyle products. Green Gold sells its products through exhibitions and direct sales.
56. SIPA has shown its willingness to nominate Green Gold in the Fair trade forum-India.

## Occupational Safety and Health

57. CEC has conducted a study on the Occupational Safety and Health of workers in the small tea garden segment. The study was conducted in Dibrugarh, Assam, and Nilgiri District, Tamil Nadu between 16 and 26 January 2007. Only 39 samples could be collected from Assam though 100 were planned. Likewise 79 samples were collected from Nilgiri, partly due to the non-availability of workers, off/dry season and time consumption in filling the responses because of a language barrier.
58. The activities in the field included questionnaire filling, physical examination (Height/ Weight/ BP/Pulse recording), visit to tea factories, UPASI, Krishi Vigyan Kendra and extensive interaction with workers, tea garden owners, society president, etc., and also attending the meeting with foreign delegates in Coonoor.

## CEC Policy against Sexual Harassment

59. Based on the guidelines on the prevention and deterrence of sexual harassment in the workplace laid down by the Supreme Court of India in its 13 August 1997 judgment, CEC constituted a 'Sexual Harassment Complaint Committee' on 8 March 2007 (International Women's Day). The committee comprises three senior staff members Rinju Rasaily, Pallavi Mansingh and R.S. Tiwari.

# Documentation and Information Services (DIS)

60. The documentation centre of CEC houses a comprehensive collection of journals, newspaper clippings, reports, documents and books on labour related issues. In 2006/07, DIS had a collection of 3,490 books, 832 documents and 11,445 selected articles from various journals. About 65,415 newspaper clippings were downloaded, classified and scanned.

## Website and Publications

61. The book entry part of the DIS package has been completed and installed in doc-centre systems in a trial version. The book entry form has an option for entering two keywords and the names of three authors related to one record (Book).
62. The Newspaper Entry Module has started in the DIS Package. Coding for taking the database values into the combo box has been completed. PDF files can be saved on the server by any name.
63. The DIS Journal Entry part coding is finished. The Author, Title, and Keyword code were brought into the combo boxes.
64. A List Server called [nama@labourfile.org](mailto:nama@labourfile.org) has been created with Pugmarks.
65. A new website [www.teaday.org](http://www.teaday.org) created, hosted by Pugmarks Private Ltd.
66. A Server has been installed with a new IP class series for high-speed Internet connection.

## Administration

67. The administration department of CEC carries out regular administrative work such as facilitating the implementation of various activities of the programme centres, addressing the requirements of the staff, arranging the logistics for events and programmes, and maintaining office property and equipment.
68. The HR and Programme Implementation unit was engaged in the selection and appointments of staff and imparting induction training to new recruits, organising training of CEC staff on gender sensitisation, drafting rules of discipline and service conditions, etc. It also undertakes medical insurance of newly recruited staff, issuing appointment letters and experience certificates, removal of impediments relating to manpower, canteen services, ensuring discipline, etc.

## Finance

69. The Finance Department of CEC carries out regular activities such as reporting and accounting to governmental authorities and donor partners, salary disbursements and settlements, insurance, income tax and social security matters and bank dealings.

# Introduction to CEC

The year 2007 is the silver jubilee year for the Centre for Education and Communication (CEC) as it completed 25 years of its excellent service as a labour resource centre to research, campaign and support on key concepts, ideas and policies that enhance the dignity and power of labour by engaging with workers and workers' organisations. CEC was established in 1982 by a group of radical activist intellectuals as a centre for worker's education in Delhi. The founders were creatively responding to the new labour movements that emerged in different parts of the country at that time. It engaged with the independent alternative trade union movements, new mass resistance movements, and, in particular, to those trade union experiences in India that went beyond the traditional trade unionism in organising workers.

Since 1994, CEC has been functioning as a 'Labour Resource Centre' with a focus on labour research, campaign, advocacy and networking. It is a keen observer of India's integration into the global economic system and its impact on workers. CEC upholds that labour rights are human rights at the workplace. In partnership with trade unions, labour support organisations and people's movements, CEC works to realise this objective. While learning from labour movements, it also contributes towards widening their horizons.

## Vision

- CEC is a labour resource centre to research, campaign and support on key concepts, ideas and policies that enhance the dignity and power of labour by engaging with workers and workers' organisations, particularly, trade union organisations.

## Objectives

- To critically understand the changes in the world of labour, particularly in the context of globalisation
- To contribute positively to the dignity of labour, in defending labour rights and democratic rights
- To evolve, towards this end, appropriate strategies at the national and international levels, in collaboration with all trade unions and labour organisations not registered as trade unions, labour support organisations, people's movements and other stakeholders.

## Philosophy on Governance

Keeping in view the vision of the organisation, CEC has put in place certain processes and systems by which the organisation is directed and administered. The members of the CEC society, the management and the Governing Board (GB) are involved in the governance of the organisation at various levels. Besides these internal governance systems, CEC also involves other partners, collaborators and associates, including the community, workers, trade unions, NGOs, etc., in the governance process. The organisational governance policy ensures transparency in all dealings and monitors the compliance of its accountability to the staff, the society, national and international partners and the government. The GB and the Executive Management take the major burden of the governance of the organisation.

## The General Body

The General Body takes vital decisions of the organisation. It meets once a year. Any adult person irrespective of class, caste, religion, language or state can become the member of the general body by paying the membership fee as mentioned in membership criteria of the Memorandum of Association of CEC.

## The Governing Board (GB)

The GB is selected from CEC's General Body. The General Body hears the GB and the Executive Director, makes key policy observations and decides on its own constitution every three years. The GB meets three or four times a year, decides the perspectives, approves programme plans, evaluates the performance of the management and staff against perspectives and objectives, and suggests corrective actions. The GB guides the organisational strategy, monitors the executive performance and evaluates its work against organisational goals and vision.

The GB of CEC comprises eminent academics, activists and trade unionists. None receive any emoluments from the organisation, and no one is related to another. The composition of the GB of CEC is as below:

| Name                 | Profession                                           | Gender | Function           |
|----------------------|------------------------------------------------------|--------|--------------------|
| Dr. Duarte Barreto   | Social Scientist                                     | M      | President          |
| Ms. Gazala Paul      | Social Worker                                        | F      | Secretary          |
| Mr. Dominic D'Souza  | Social Worker                                        | M      | Treasurer          |
| Dr. Shanti Patel     | Former MP & Ex-Mayor, Mumbai                         | M      | Member             |
| Prof. D.N. Dhanagare | Former Vice Chancellor, Shivaji University, Kohlapur | M      | Member             |
| Mr. Ashim Kumar Roy  | Trade Unionist                                       | M      | Member             |
| Mr. J John           | Social Scientist                                     | M      | Executive Director |

## Information Made Available to Governing Body

Systems are in place in CEC to provide required information to the GB members regularly to enable them to take informed decisions. The Executive Director provides documented financial information to the Board. The GB members get associated with various activities of the organisation, on advisory capacity. Staff representatives are invited to the GB meetings. Information made available to the GB includes:

- Programme proposals, including budget and finance plan, before it is sent to the respective partners for acceptance
- Quarterly reports of the activities of the organisation
- Quarterly financial position of the organisation
- Reports on staff appraisal
- Minutes of the previous meetings and any other committees
- Information on the recruitment and remuneration of the staff
- Details of any significant collaborative or networking ventures
- Issues involving potential conflict within the organisation
- Transactions that involve large sums of money
- Sale, transfer or acquisition of assets
- Non-compliance of any regulatory or statutory provision

These are submitted either as a part of the agenda papers in advance, or are tabled in the course of the Board meetings.

## Executive Management Policies

The CEC executive follows a unique participatory management practice to empower employees to participate in

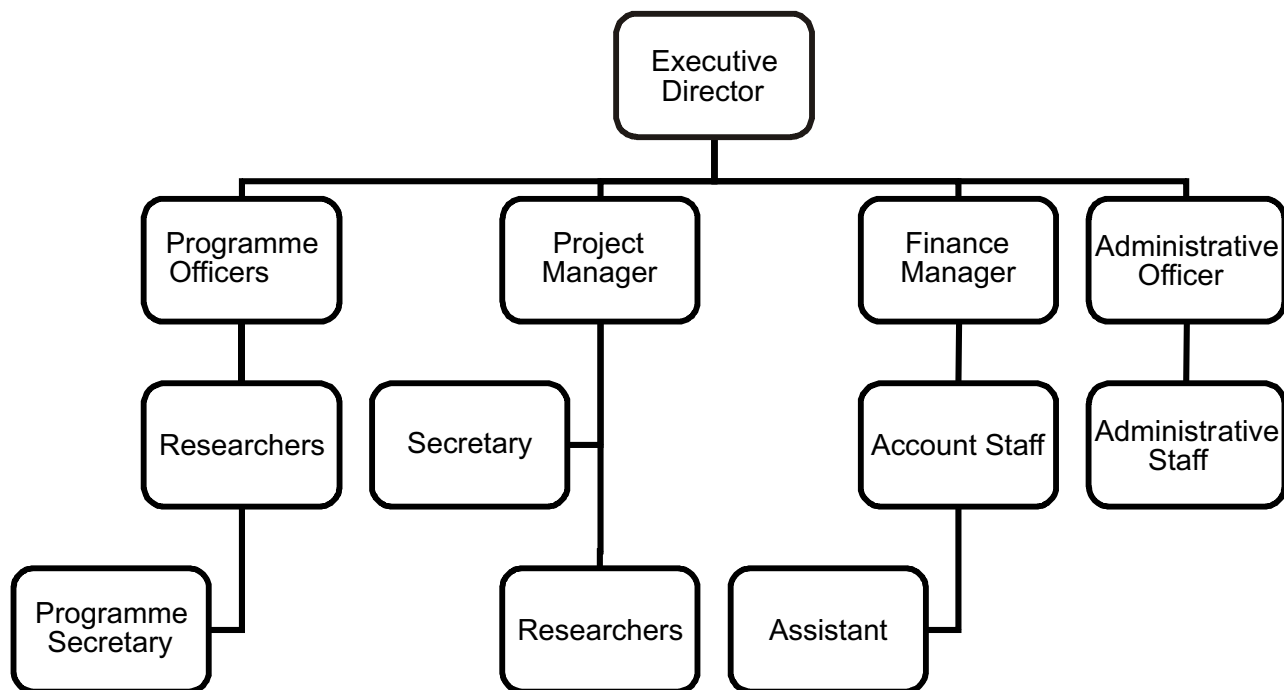
organisational decision-making and to reduce instances of arbitrary decision-making by the Executive Director. Programme Officers, who meet at regular intervals, have the right to call meetings on urgent organisational and academic interests. Monthly staff meetings, the in-house journal (VOICES), and other formal and informal internal systems of communication provide avenues to staff to air and resolve grievances and differences. These also motivate the staff to participate enthusiastically in the decision-making processes and create an atmosphere of accountability, transparency and team spirit.

## The Organisational Structure of CEC

The structure of the CEC is in tune with its culture and perspectives. It has largely a flat structure, but the staff members are organised into programme centres, giving it the functional flexibility of a matrix organisational structure, with clear delegation of responsibilities. However, it differs from a matrix organisational structure because teams are not created for the purpose of a specific project. The programme centres are various departments of the organisation. Each programme centre functions as a team and is led by team leader. However, on unplanned calls for research or campaign, staff members from different programme centres work together.

| Programme Centre                                        | The Team                                                                                   |
|---------------------------------------------------------|--------------------------------------------------------------------------------------------|
| 1. Forced Labour and Child labour                       | Bansari Nag, Abhay Xaxa                                                                    |
| 2. Migrant And Contract Labour                          | Dr. R.S. Tiwari                                                                            |
| 3. Trade and Labour Rights I                            | Rinju Rasaily, Sobin George                                                                |
| 4. Trade and Labour Rights II                           | Pallavi Mansingh, Manicandan, Rohit Srivastava                                             |
| 5. Sustainable Livelihood for Small Tea Growers Project | Dillip Kumar Kar, Abdul Hannan, Utpal Mishra, Arun Kumar, Narayanan K., Arunima,           |
| 6. Documentation and Information Services               | P. I. Raveendranathan, Sangeeta Sher                                                       |
| 7. OSH & HIV/AIDS                                       | Ashish Mittal, Rohit Gupta                                                                 |
| 8. Systems                                              | Graceson Mathew                                                                            |
| 9. Administration                                       | Surjit Singh/Chandra Mohan, Prasad, Ruban, Ramasamy, Raj Prakash Wadhwa, Khushiram Kukreti |
| 10. Finance                                             | P.N. Vamadevan, Meena Sharma, Subhash                                                      |

## Organisational Chart of CEC



## Networking Organisation

CEC has effectively established networking partnerships based on trust, common perspectives and informal social systems with a large number of organisations while executing activities such as Labour in WSF, Global Week of Action, India Social Forum, International Tea Day Observation, Mazdoor Adhikar Mela, Social Security Bill for Unorganised Workers, etc.

In various activities, CEC has networked with international organisations, central trade unions and other national, independent and industrial unions, people's movements and their national alliances, NGOs and non-union labour organisations.

Among the organisations with which CEC has established networking partnership relationships are Jharkhandi's Organisation against Radiation, Mines, Minerals and People, JOHAR, BIRSA, National Fishworkers' Forum, National Forum for Forest Workers and Peoples, National Campaign Committee for Unorganised Workers Bill, National Alliance of Street Vendors and Hawkers, Campaign against Child Labour, Campaign against Child Trafficking, FORCES, National Campaign for Labour Rights, National Campaign on Dalit Human Rights, South Asian Labour Forum, Clean Clothes Campaign, Anti-Slavery International, Traidcraft, Terre des Hommes, Bread for the World, Asia Monitor Resource Centre, ANROAV, Asian Migrant Centre, JwJ, etc.

# REPORTS FROM PROGRAMME CENTRES

## Forced Labour and Child Labour

### (a) South Asia Project on Bonded Labour

This is a four-year action research cum advocacy project implemented in three South Asian countries, that is, India, Nepal and Pakistan. It aims to study the effectiveness of various government and non-government interventions for the eradication of bonded labour system in South Asia. The aim is also to assess, on an ongoing basis, whether the programmes have a positive impact on the lives of bonded labourers, in terms of release and rehabilitation, and bring good practice to the notice of all the organisations working on the issue, to make recommendations for current and future projects aimed at ending bonded labour and rehabilitating those involved.

While Anti-Slavery International (ASI), UK, is coordinating the project, the General Federation of Nepalese Trade Union (GEFONT), Centre for Education and Communication (CEC) and Pakistan Institute of Labour Education (PILER) are responsible for implementing project activities in Nepal, India and Pakistan, respectively. Prof. Jan Bremen is the Advisor to the project.

The project is not a research project for simply setting out the incidents or occurrences of bonded labour; rather, it seeks to understand the unending problem of bonded labour in each region. Looking at what interventions occurred, why they occurred, what interventions did not occur and why not, and whether any of these had been successful, helps in understanding why bonded labour continues to exist.

The project in India has been looking into the Bonded Labour eradication programme in eight states. Besides desk research, the studies in Karnataka, Chhattisgarh, UP, Punjab, Orissa, Tamil Nadu, Rajasthan and NCT Delhi have been completed under the guidance of an Advisory Committee comprising of eminent people.

For the third year (2006--07) study, two new states were identified for research NCT Delhi and Rajasthan.

A researchers' meeting to discuss the field work for the year 2006-2007 was organised on 30 January 2007 in CEC. The findings of the research study are being disseminated widely, both locally and internationally.

### State-Level Workshop on Bonded Labour in Bhubaneswar

With the objective of sharing the findings of the CECASI (Year 2005-2006) study and to evolve future strategies for intervention, a regional workshop on Changing Faces of Bondage in Orissa was jointly organised by CEC and People's Cultural Centre (PECUC), Orissa in Bhubaneswar on 20 August 2006. The one-day workshop was attended by 65 participants, representing a wide range of stakeholders such as representatives of NGO, people's movements, social activists, students, journalists, trade unions, government officials, academics, etc.

Participating in the workshop from CEC, the Executive Director, J. John, and Project Officer, Abhay Xaxa, presented papers on the emerging forms of bondage, which was widely covered in both the vernacular and the English dailies. They succeeded in highlighting the issue at the forum. The most important achievement of the workshop was that the participants decided a follow-up action plan to address the issue in Orissa.

### National Convention on Bonded Labour, Jalandhar, Punjab, 9 - 11 March 2007

As a part of the programme on bonded labour, a National Convention was held at Jalandhar, jointly organised by CEC, Dalit



Dasta Virodhi Andolan (DDVA), Punjab; Jan Jagriti Kendra (JJK) Chhattisgarh and Jeeta Vimukti Karnataka (JEEVIKA).

The eminent speakers and guests for the Inaugural Session included Mr. Ramdas Athwale, Member of Parliament; Mr. Surendra Mohan, veteran socialist leader; Swami Agnivesh, Bandhua Mukti Morcha; Dr. Aidan McQuade, Director, ASI; Dr. L. Mishra, Special Rapporteur, NHRC; Mr. Pradip Prabhu, Kashtakari Sanghatana, Dahanu, Maharashtra; Dr. Mahaveer Jain, Senior Fellow, V.V. Giri National Labour Institute and Mr. Ashim Roy, General Secretary, NTUI.

The inaugural session concluded with a rally of the released bonded labourers and workers engaged in agricultural sector, brick kilns, mines, etc., and activists involved in the struggle against bonded labour. The programme ended with the 'Jalandhar Declaration' demanding an amendment of the BLSAA, 1976 to make it relevant and contemporary, and the resolution to request the government of India to constitute a judicial review committee on BLSAA. It further resolved to constitute a BLSAA review committee from the civil society to suggest changes. The declaration also emphasised the need to constitute a focused programme on brick kilns, a part of the booming construction industry in India, and resolved to remove bonded labour from brick kilns by 2015. It also proposed an education fund for children of bonded labourers, especially particular girl bonded child labourers.

## Film on Bonded Labour (MP and Rajasthan)

CEC, in Collaboration with TIFT, produced two documentaries on Bonded Labour: Azad Nagar, capturing the release and rehabilitation of bonded labourers in Vidisha district, Madhya Pradesh; and Ghulam Nagar, a film on the current situation of the bonded labourers in Rajasthan.

## Study on Bonded Labour in Vidisha, Madhya Pradesh

The project has been primarily looking into the rehabilitation of bonded labourers in Ganjbasauda, apart from providing an overview of the bonded labour situation in the state. Efforts were made to incorporate information regarding land, labour and livelihood issues in the region. The ex-bonded labourers and their families rehabilitated near Ganjbasauda were interviewed. Also, a field visit was made to Mukti gram in Shivpuri (an ex-bonded labour

colony rehabilitated by the efforts of Bandhua Mukti Morcha), and Guna, in Gwalior Division Madhya Pradesh to understand the situation of bonded labour.

## **(b) Hunger Study**

The hunger survey was intended to study the possibilities of better assistance for underprivileged groups suffering from extreme hunger. CEC collaborated with 'Bread for the World' (BftW) in a study on chronic hunger and food security in India.

As follow-up to the study, a workshop with BftW partners was held on 14--15 November 2006 at Hotel Hill View, Surajkund. The Executive Director of CEC made a presentation of the study report 'Chronic Hunger in India: In Nine States and Nine Villages'. Some of the critical comments on the report suggested that the study does not address gender issues appropriately, the selection of villages was based on an M.S. Swaminathan's Food Insecurity Atlas, the sample is not representative, etc. However, one of the purposes of the study to initiate a debate on 'chronic hunger' was achieved and the participants were involved through group discussions to decide a policy alternative to reach the chronically hungry. The report of the hunger study has been completed.

## **(c) School for Children in the Zaffrabad Slum, Delhi**

In order to provide bridge education to the children of labourers in Mazdoor Janata Colony, Zaffrabad, CEC with the support of TDH initiated this project which is being implemented through the local community as 'Janata School'. In mid July 2006, the day-to-day functioning of the school was affected because of the verbal order given by the local MCD personnel as the school in the park was seen as an encroachment by MCD.

However, in a meeting with the Councillor (Shahadra) Mr. Anil Bashist on 22 July 2006, he assured the community that it could temporarily run the school in the park. Further he suggested, requesting the Director, Education (MCD), for allocation of a few rooms in the government school for running the classes of Bharat Janata School. The community members were present in the follow-up meeting with the Commissioner, JJ and Slum Department, MCD.

When a team of CEC members and community representatives met the Additional Commissioner, JJ and Slum Department, MCD, on 26 July 2006, the team was directed to meet Mr. Rawal (Director Administration, MCD), who was dealing with the slum administration. As a follow-up, a letter was addressed to JJ and Slum Department for providing a community centre in the slum to run the school. The request was not granted and the school is running in the office premises of the 'Janata School' intervention.

The half-yearly report on Zaffrabad project was prepared and submitted to Tdh, Northern Regional Office. CEC also prepared a review of the activities undertaken during the past three years of this project. The financial support for the first phase of this project ended in March 2007 and an evaluation was suggested as a process towards further extension by Tdh. An external review of this project was done from 12--26 January 2007 and the draft Evaluation Report was discussed in CEC on 14 March 2007. The external evaluator is finalising the report. The report will be discussed with the teachers and other stakeholders.

## **(d) Study on Child Marriage and Child Labour in Chhattisgarh**

CEC conducted a study on child marriage and child labour in Chhattisgarh in April 2006. The main findings of the study revealed that child marriage does not lead to child labour; however, both are mutually inclusive, as the existence of one does annihilate the other.

## **(e) Working Conditions in the Sandstone Mines in Rajasthan**

When the City of Marburg (North of Frankfurt) decided to pave the city centre with sandstone from Rajasthan, concern was expressed by a journalist that the sandstone which is being used in Marburg could be extracted with child labour,

and/or under exploitive working conditions. The Marburg city administration showed him a letter, in which the mining company assures that no child labour is engaged on the quarry. In the month of August 2006, CEC received a request to look into the working conditions in the sandstone mines in Rajasthan.

CEC set up a fact finding team CEC, Terre des Hommes IP, Mines Labour Protection Campaign and Bandhua Mukti Morcha and gathered information from the local organisations working on child labour in Rajasthan.

CEC completed the fact-finding visit to the sandstone mines in Rajasthan and submitted the report to the Bread for the World (BftW). The BftW indicated that the report will be used for campaigning in Marburg, Germany.

Mining is the main occupation for the poorest communities particularly the tribals from adjoining districts as well as from neighboring states of Madhya Pradesh and Gujrat.

Child labour was found in non-mechanised sandstone mining. The houses in which the workers live are inside the mining area itself and there is no electricity, sanitation or clean drinking water facilities near the residences of the workers. The height of the tenements in which the workers lived was around 6 ft high and each room accommodating around 6 to 7 persons was about 100 sq ft in size. The food is cooked outside in a very dusty atmosphere.

No protection equipment such as ear muffs, face masks, shoes, helmets, etc., which are absolutely essential, was provided to the quarry workers by the employers. People, both men and women, were seen working in extremely difficult and dangerous conditions all the time. There was continuous dust and suspended small particles of stone in the air.

For the unskilled labourers, the wage structure is on a piece-rate basis; hence entire families work together. They get paid for loading 1 tonne of waste onto the tractor at the rate of Rs 10 per tonne. In the case of migrant labourers, usually workers take advance ranging from Rupees 100 to 10,000 from contractors before the beginning of the season and work in the quarries to pay back the advance. Women never get registered as workers, but they are the worse off because they do the maximum work of carrying heavy stones on their heads and loading it on the tractors.

### (f) Trafficking of Young Girls from Assam

The research study on 'Assam Girls in Bride Trade' is being done in collaboration with Prof. Ravinder Kaur of IIT Delhi. Field researchers, after training, surveyed 40 households in different villages of Zind, Panipat and Hissar districts of Haryana. The report preparation is under process. Similarly, after a preliminary meeting with Prof. Kaur, the researcher in Assam has started collecting relevant information on the issue from Assam.

### (g) Bonded Labour Website

CEC, in arrangement with ILO, has launched a website [www.bondedlabour.org](http://www.bondedlabour.org), with an aim to provide resources exclusively on the issue of bonded labour to help all the agencies, partners, stakeholders and activists committed to ending bonded labour. This website was designed as part of the ILO project called PEBLISA. It allows ready access to a range of materials on bonded labour, and on means to combat it. This website is designed by CMAC, on request from ILO, and managed by CEC.

### (h) Other Activities:

- CEC members attended a meeting on 17 April 2006, called by British Council India, on Future partnerships in Governance Sector. The meeting was to discuss the sectors in which the Council should focus in the next few years.
- Members of CEC took part in the Seminar on Universalising Elementary Education in India: Challenges, Experiences and Policy Issues organised by the Institute for Human Development (IHD) on 16 June 2006.
- CEC coordinated the slum visit of Members of the British Parliament who visited the school for slum children run

by CEC. Also, they visited the garment manufacturing units in Mazdoor Janata Colony, Zaffrabad.

- The National Workshop on Employment and Social Security for Unorganised Sector Workers organised by IHD on 22 June 2006 helped the CEC representative understand the problem of growing informalisation of the labour market in India and the need for comprehensive social security legislation for the labour force in the unorganised sector.
- Bansari made a brief presentation on 'Overview of the Organisation (CEC)' for the students of St. Joseph College, Devagiri.
- CEC representatives attended a program organised by IACR and IIC, New Delhi, on the occasion of the SAARC Day of the Girl Child, 8 December 2006. Prof. Nabanita Deb Sen was the main speaker and she spoke on the portrayal of the girl child in Bengali literature.
- Bansari and Abhay represented CEC in a two-day programme Gender Workshop organised by Christian Aid

## Migrant and Contract Labour

The Migrant and Contract Labour unit has developed and submitted a project Observance of Labour Standards in Delhi industries with respect to the construction industry in collaboration with Delhi State Labour Department. The study used survey and campaign programmes to encourage employers to recognise, accept and practice their social and economic responsibility to a large number of workers engaged in construction projects, by implementing a set of established labour standards relating to wages, working conditions and social protection. The objective of the exercise was to bring out the 'shame' factor, that is, the inhumane attitude, non-compliance, the evasion of workers' dues, and to expose such employers.

### Social Security for Workers in the Unorganised Sector

A group of 14 network organisations working on labour rights, on the rights of Dalits, women, tribal and marginalised people, responding to the growing needs and prolonged nation-wide debates on social security for unorganised workers, formed a consortium to pursue their right to social security, to campaign for awareness, to forge alliance with trade unions, people's movements and other organisations and to pressure the government for a comprehensive social security law. The consortium of 14 organisations were BIRSA, Ranchi; NAFRE, Delhi; CEC, Delhi; NCC-USW, Delhi; Delhi Forum, Delhi; NCDHR, Delhi; FEDINA, Bangalore; NIWCYD, Nagpur; HRLN, Delhi; PWESCR, Delhi; ISI, Delhi; Women's Voice, Bangalore; LAYA, Vishakapatnam and YUVA, Mumbai. In a meeting, they decided to organise a national convention to deliberate on issues; 'Social Security vs Employment Regulation', 'Discrimination in Social Security Benefits', 'Social Exclusion, Discrimination and Violence based on Caste', 'Women and Social Security', 'Sexual Harassment, Violence and Gender Discrimination in Unorganised Sector', 'Structure of Social Security Administration', 'Social Security Fund Sources and Method of Collection' 'Need for a Separate Comprehensive Law for Agriculture Workers', 'Feasibility of Insurance-based Social Security and Privatization of Insurance, Alternative Ways as in ESI Scheme' and 'New Economic Reforms and Unorganised Sector'.

### 'National Convention on Unorganised Workers' (28--30 October 2006) in Nagpur:

The consortium organised a National Convention on Social Security of Unorganised Workers from 26 to 28 October at Morbhawan, Sitabuldi, Nagpur, Maharashtra. Placing social security as a fundamental right of workers, more than 800 representatives of 500 organisations including social activists, leaders of people's movements, trade unions and NGOs from all over India deliberated on various dimensions of social security and the bills for unorganised workers proposed by the government. The convention adopted the Nagpur Declaration and resolved to hold regional and state-level conventions and workshops. The consortium also submitted demands/memorandum to concerned ministries and other authorities for an appropriate comprehensive law. The meeting supported the demands made by trade unions in a joint meeting on 19th October 2006 in Delhi.



The demands of the Nagpur convention emerged in the form of the Nagpur Declaration. Some of the consortium members representing ISI, NCDHR, PWESCR, NCC-USW and CEC personally submitted a letter of demands to Ms Sayeeda Hameed, Member, Planning Commission, on 11 December 2006.

CEC along with other consortium members submitted the Nagpur Declaration to the Members of Planning Commission: Mr. B L Mungekar, Dr. Abhijeet Sen, and Dr. B.N. Yugandhar, and to the Honorable Minister (Planning) & Ex-Officio Member Mr. M.V. Rajasekharan on 13 December 2006. The team submitted the Nagpur Declaration on 13 December 2006 to Dr. Ravi Shrivastava, Member, NCEUSW.

During the meetings with members of the Planning Commission and NCEUSW, they suggested to build continuous pressure on the government, particularly the Finance Ministry and the Labour Ministry, to ensure that the bill is introduced in the Parliament. They appeared enthusiastic and look towards us for consultations, etc.

Subsequently, state-level and regional-level conventions were held during January--March 2007 in Bhopal, Bangalore, Chennai, Guwahati, Umariya, Ranchi and Rajnandgaon. Distribution of hand-outs, display of posters, mailing post cards to local MPs and MLAs, signature campaign, etc., were also carried out throughout the country. In many regions, rallies and meetings were organised protesting apathy and inaction of the government.

The Nagpur report is finalised and uploaded in the CEC website.

## Meeting of Consortium Members, 6 January 2007, at CEC, New Delhi

In furtherance of the Nagpur Declaration and giving shape to the movement for comprehensive social security protection to unorganised workers, decisions were taken to reach out to people by organising state-level and regional conventions to involve local groups and trade unions in the movement. The meeting also decided to produce a campaign document on social security in regional languages, to undertake a post card campaign, to organise state-level conventions and to launch a signature campaign.

As per the decision, the CEC prepared campaign material, posters and hand outs in Hindi and sent these to consortium members for launching the campaign. CEC wrote letters to MPs of NCR, Delhi, and persuaded consortium members to write articles for media and letters to MPs of their respective state/region.

## State-level Convention on Social Security and Labour Rights, 10-11 February 2007, Umariya, MP

Migrant and Contract Labour Centre of CEC coordinated and assisted in organising a state-level convention on Social Security and Labour Rights in the tribal belt of Madhya Pradesh in coordination with local groups, trade unions and NIWCYD, which is active in tribal areas of MP. The convention was jointly organised by Rashtriya Yuva Sangathan, Ekta Parishad, Shahdole Koyalanchal Seva Samiti, AITUC, RCMS (INTUC), Koyala Mazdoor Sabha and supported by NIWCYD and CEC. About 250 participants, local activists from the adivasi belt, gram sabha presidents, union activists, representatives of NGOs and intellectuals interacted, discussed and resolved certain important issues.

CEC coordinated and actively assisted in organising state-level conventions on Social Security in Guwahati, Bhopal, Bangalore and Rajnandgaon on 12 February, 20 February, 25 February and 12 March 2007, respectively. Conventions were also held in Ranchi and Chennai. The organisations actively involved in this process were ISI, FEDINA, PWESCR, NCDHR, BIRSA and NIWCYD. CEC provided campaign materials and resource materials such as various social security bills, background papers, Nagpur Declaration, etc.

CEC, on behalf of consortium members, sent a press release to media and a letter to the Union Minister for Labour opposing the 'Unorganised Workers Social Security Bill 2007' proposed by the Ministry.

CEC prepared a detailed note for the 'Bread for the World' explaining how the activities in CEC for social security and other labour rights would ensure food security to millions of workers.

CEC distributed hand-outs to about 1000 workers in the Okhla industrial area of South Delhi, pasted posters, distributed post cards to workers for writing to MPs and contacted trade unions of the area for two days in the evenings during the first week of February 2007. Again, in the second week of February a three-day campaign visit to Okhla industrial area was undertaken with a display of posters, distribution of handouts, postcards campaign and meetings with unorganised workers.

CEC actively associated in Action 2007 activities and participated in various group meetings and public meetings. CEC was also a part of the delegation that met the Union Labour Minister and labour ministry officials on 31 March 2007. In the meeting a Joint Memorandum was submitted to the Union Labour Minister, which was signed by various consortium members and the Action 2007 group.

The programme centre organised a Training Workshop on Integration of Knowledge of Labour Laws in Research, Campaign and Advocacy projects/programmes of CEC on 3 August 2006. The aim of this workshop was to develop a comprehensive understanding of labour laws, frequently referred to in various research studies, research papers on globalisation, related discussions on labour rights, reports or documents.

### Asian Conference on 'Strategies in Addressing the Labor Market Restructuring under Globalisation', 9--10 January 2007, Manila, Philippines

CEC attended the Conference, co-organised by International Gender and Trade Network (IGTN), Front Nasional Perjuangan Buruh Indonesia (FNPBI, or National Front for Workers' Struggle in Indonesia) and the Nepal Progressive Trade Union (NPTUF). The aims of the Conference, among other things, were to discuss common advocacies to change government and multilateral institutions' policies and transnational corporation practices in labour management relations; share new strategies in labour organising and struggle based on the new situation resulting from the flexible labour to strengthen workers' organisation to influence policies and practices and bargain for better wages and benefits; and to set up an Asian labour network.

It was decided to hold the next conference in India on the proposed dates (within the first quarter of 2008). CEC and IGTN will initiate preparations for the conference.

# Trade and Labour Rights- I

## Crisis in Tea Industry: An Intervention in the Ongoing Restructuring of Tea Industry in India

The Programme Centre aims to (a) understand the political economy of the ongoing crisis in tea industry, (b) examine the nature of restructuring in the industry, (c) examine the legislative and policy framework of the tea industry critically and suggest the levels at which agencies can intervene, (d) examine capacity building of tea workers and small producers and (e) support workers' movements and ensure the enforcement of legislation. The major activities under this project are (a) facilitating International Tea Day (ITD), locally, regionally, nationally and internationally for realising the rights of workers and small growers in the tea sector, (b) housing and other labour rights of workers in the existing, closed down and abandoned gardens.

## International Tea Conference and Tea Day

The consensus for the observance of International Tea Day (ITD) on 15 December was arrived at with various international organisations including the Institute of Social Development (ISD), Kandy, and the trade unions during the World Social Forum in Mumbai (2004) and Porte Allegre (2005). CEC, along with ISD, Kandy, workers and small-grower representatives, convened the first International Tea Conference and Tea Day in New Delhi, India, in 2005. The discussions of the Conference and the outcomes were disseminated through the International Tea Day report and a documentary film All for a Cup of Tea.

The ITD follow-up proposed a) research study on Towards an International Commodity Agreement on Tea and b) a Labour Rights Monitoring Programme in Tea Industry.

### Second International Tea Conference and Tea Day, 2006

The planning process towards Indian observance was conducted regionally and at the national level.

## Regional Planning Meeting in Coimbatore

The regional-level planning meeting of the south zone was held in Coimbatore on 23 July 2006 to prioritise the issues of workers and small growers in the tea sector. This was attended by trade union and small grower organisation representatives from Tamil Nadu and Kerala. Workers and small grower representatives separately worked out the thematic emphases of the ITD 2006:

### Workers

- Open all the closed and abandoned estates and give workers employment. The government should take initiatives for this; if not, the lease, or patta, of the land should be withdrawn.
- Ensure living wages to plantation workers, implement all labour legislation, protect the rights of workers engaged by small growers and the housing right of all tea workers.

### Small growers

- Ensure remunerative prices based on a scientific formula, which takes the basic cost of living, cost of production and market conditions into account.

- Promote multi-stakeholder cooperative societies with own factories and brands and encourage small growers to form cooperative societies regionally.
- Form an organisation of tea producing countries to control the market.

Regional Meetings were also held in Jalpaiguri, West Bengal, on 18 September and in Moranhat, Assam, on 21 September 2006.

The National Meeting of Trade Unions, Workers and Civil Society Organisations held in Delhi on 18 October 2006 discussed the programmes and activities planned around the ITD in the respective regions. It was decided to organise a national assembly of tea workers at Gudallur, Tamil Nadu, on 17 December 2006. The tentative number of participants for ITD, Sri Lanka, and for Gudalur was discussed. A decision was taken on campaign activities and materials.

## Second International Tea Conference, 13-14 December 2006, Kandy, Sri Lanka

CEC collaborated with ISD, Kandy, in organising the 2nd International Tea Conference in Kandy, Sri Lanka. Central trade unions, plantation workers federations, STG organisations and academicians and civil society organisations from India, Sri Lanka, Bangladesh, Nepal, Vietnam, Indonesia, Malaysia, Kenya and Zambia participated in the two-day conference. Various political representatives from Sri Lanka and India spoke on the occasion. A message was received from the President of Sri Lanka, His Excellency, Mr. Mahindra Rajapakse, on the International Tea Conference and Tea Day.

The delegates agreed to the following objectives and plan of action at the international and national levels for future ITD campaigns.

### Objectives of ITD

- Ensure a remunerative/fair price for green leaf/made tea for the producer
- Ensuring decent/living wages and social security mechanisms for workers
- End casualisation and contractualisation of regular work
- Increase contact and solidarity between the consumers and producers

### Activities

- Hold a seminar of stakeholders, including the government and employers' representatives.
- Send the decisions of the conference to every stakeholder in each country
- Mobilise school children to campaign in consumer countries through a sticker campaign for consumers' awareness.
- Produce a documentary film on tea growing countries internationally.
- Publish a booklet and producing a film on the plight of tea workers and STGs the world over, to be shown in tea-growing countries and globally (including consumers)
- 'Lobby' with the ILO to end casualisation and contractualisation
- 'Lobby' relevant central, and state governments to end casualisation and contractualisation

It was decided that the 3rd International Tea Day would be hosted by Kenya. The conference ended with follow-up plans at World Social Forum 2007 at Nairobi.

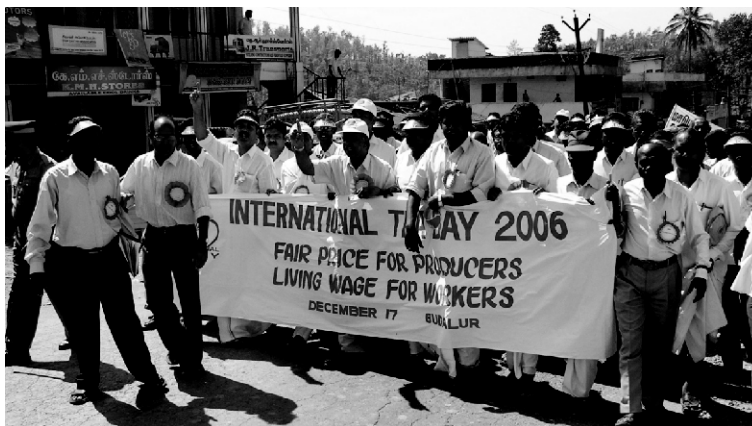
Rally in Hatton, Sri Lanka on 2nd ITD

The Red Flag Union, All Ceylon United Workers' Congress, Workers' Liberation Front, Lanka General Services Union, National Union of Workers, Plantation Sector Social Forum, Centre for Social Concern, Social Welfare Mandram,

Plantation and Rural Education Development Organisation, Uwa Workers Development Fund, Christian Workers Fellowship, Society for Welfare Education on Awareness Training, Commission for Justice, Peace, Human Development and Human Rights Secretariat (SETIK), Upcountry Social Action Centre and Arising Sun Community Development Organisation (ASCDO) organised a rally in Hatton, Sri Lanka, on 15 December 2006 as a part of the ITD celebrations. About 5,000 people participated in the rally, and international delegates expressed their solidarity towards the workers in the tea plantations of Sri Lanka.

## National Convention and the Observance of International Tea Day, Gudalur

On 17 December 2006, thousands of workers and STGs, among them a large number of women, marched along the streets of Gudalur chanting slogans demanding higher wages for workers and better prices for small tea growers. The Hind Mazdoor Sabha Secretary inaugurated the rally. Besides leaders from trade unions and small growers, representatives from UTUC, All India Plantation Workers' Federation, United Forum of Small Tea Growers' Association of West Bengal, All Assam Small Tea Growers' Association, Assam Small Tea Growers Cooperative Society, Dibrugarh, and All Kerala Small Tea Growers Association were among those who led the march.



The rally culminated at the Morning Star School grounds, Gudalur, where trade union leaders, small grower representatives and political representatives addressed the gathering.

Trade unions and small tea grower organisations signed the action plan and memorandum of demands, which resolved to strengthen the struggle for living wages, social security, land rights and remunerative prices.

## ITD Regional Observation

The small tea growers held rallies regionally in the tea growing districts of Assam and West Bengal on 15 December 2006.

## World Social Forum, Nairobi, 20--26 January 2007: ITD follow-up

CEC attended the World Social Forum, Nairobi along with representatives of the central trade unions UTUC, AITUC and HMS. The objective of CEC's participation was to build networks and alliances with different organisations, network for Afro-Asian Labour Solidarity, and work towards building an International Coalition for Just Tea as a follow-up to the ITD. CEC convened the meetings on International Coalition for Just Tea on 22 January 2007 and towards an Afro-Asian Labour Solidarity on 24 January 2007, along with ISD and Plantation Social Sector Forum (PSSF, Sri Lanka).

### i) Strategic Meeting towards an International Coalition for Just Tea, 22 January 2007, Nairobi

The meeting recognised the scope and importance of encompassing different segments of stakeholders to address the problems at the international level. It looked for a wider network of trade unions, civil society organisations, consumer organisations and other concerned organisations from the tea producing and consuming countries. Other organisations that participated were Traidcraft, SOMO, National Union of Plantation and Agricultural Workers, Zambia and Kenyatta University, Nairobi.

Besides formation of an International Coalition for Just Tea, the key issue that was discussed in the meeting was the strengthening of the existing ITD network and processes towards the next ITD 2007, in Kenya. It was proposed to hold

an international public hearing of workers in front of an international jury during the ITD 2007 in Kenya, and the International Commodity Agreement to be used as an important tool for advocacy and campaign.

## **ii) Meeting on Afro-Asian Labour Solidarity, 24 January 2007, Nairobi**

CEC, AITUC, HMS and UTUC jointly organised a strategy-planning meeting on Afro-Asian Labour Solidarity focusing on issues related to labour in the context of trade and investment in Asia and Africa. Trade unions and labour groups from Kenya, Malawi, Swaziland, Mauritius, Namibia, Zambia and India participated and addressed the global value chain of primary commodities, manufactured goods and service in Asia and Africa. The following common suggestions were arrived at in the meeting.

- Form an international network of trade unions and labour-related civil society organisations in Africa and Asia, and improving communication among the groups
- Exchange information on members' work and developments that take place in the respective countries
- Monitor key developments in WTO, World Bank and other International policy developing organisations that have an impact on workers
- Identify common investors in Asia and Africa, and carrying out research studies on trans-national investment and labour practices
- Organize an Afro Asian labour solidarity event in any member country

## **Other Meetings at Nairobi**

Besides these two meetings, CEC also had meetings with Dr. Ombuki Charle at Kenyatta University, Nairobi, on 24 January to discuss the plans around the next ITD 2007 in Kenya; with Karen Oyiengo on 24 January, to discuss the study on the International Commodity Agreement for Tea; and with Daisy Herman, FIMARC, Belgium, to discuss critical issues about the Indian coffee sector and to express the concerns of the target group, the strategic allies in India, and in Africa and Latin America and strategy for International campaign.

## **Closed and Abandoned Tea Gardens in India**

CEC engaged independent researchers to study the situation of closed and abandoned tea gardens in Dooars and Darjeeling in West Bengal, and Peermade in Kerala. The Status Report reveals that the overall quality of life of the workers has drastically fallen, along with there being poor infrastructure and a lack of health facilities. In some abandoned tea gardens in West Bengal, Operating Managing Committees (OMCs) are running the tea estates.



As a follow-up to the National Convention held in Gudalur on 17 December 2006, a regional workshop on Exploring Alternatives in Closed and Abandoned Tea Gardens in India was held in Kochi on 23--24 March 2007. The issues that emerged in the Kochi workshop were: large-scale migration (6878 per cent in some areas) increasing the burden on women folk in the households due to unemployment; high suicide rate; increasing rate of desertion among spouses; lack of basic amenities and poor healthcare services. The participants of the workshop stressed that the proposals by the Ministry of Commerce and Industry to reopen closed and abandoned tea estates may be brought in with the participation of workers.

The action plans arrived at were the formation of a Working Group and the holding of a hunger strike by the trade

unions for pressuring the government to implement the recommendations of the Parliamentary Standing Committee attached to the Ministry of Commerce.

The consultants are reworking on the status report, incorporating the comments.

## FISHERIES

### Advocacy and Campaign

#### 1. Draft National Policy for Farmers, Asha Niwas, Nungampakkam, Chennai

CEC, together with National Fish Workers Forum (NFF), Tsunami Rehab Information Network (TRINet) and South Indian Federation of Fishermen Societies (SIFFS), organised a workshop on 25--26 August 2006, at Nungambakkam, Chennai, to discuss the draft policy suggestions by the M.S. Swaminathan Committee and the issues that are directly or indirectly affect the fisheries sector. It also aimed at suggesting policy recommendations to ensure adequate representation of the concerns of fishermen and allied workers, specifically on aspects related to marine fishing, coastal zone, aquaculture, welfare issues, loan facilities and minimum support price for fish.

#### 2. South Asia Campaign on Proposed ILO Standards for Fish Workers

The ILO governing body placed the item 'Convention on Labour standards for fishing sector' on the agenda of the 96th session of the ILC in 2007 with a view to adopt a Convention supplemented by a recommendation. The trade unions, concerned civil society organisations and organisations of fish workers perceive the proposed conventions as a positive step to furthering the agenda of setting the standards for working conditions, occupational safety and health, social security and other provisions for workers engaged in pre- and post-fish harvesting.

Just before the South Asia Consultation in Sri Lanka, a central trade union meeting was organised on 10 January 2007 in ISI, New Delhi. The major decisions taken were: trade unions to ask for clarifications to the parties of the tripartite meeting on the objections raised much before the tripartite meeting; trade unions to make a representation to the Ministry of Agriculture and Ministry of Shipping prior to the tripartite meeting; seeking explanation from the Ministry of Labour on the objections; preparing a note on how it will be beneficial to the Indian fishermen; mobilising MPs to raise questions in the Budget session; HMS and AITUC to write to ITUC and WFTU; asking for a 2nd Tripartite Meeting, if required; organising a press conference between the tripartite meeting and ILC; Official delegates of trade unions to participate in the South Asia Consultation on Standards in fisheries; intervening effectively in the tripartite meeting to be called by the Indian office of the ILO prior to the ILC and organising a side meeting at the ILC, Geneva, by taking the support of ITUC.

#### 3. The South Asia Consultation on Proposed ILO Standards on Fishing Sector, Negembo, Sri Lanka

CEC, in collaboration with NAFSO and ICSF, organised the South Asia Consultation on the Proposed ILO Standards on Fishing Sector at Negembo on 10--11 February 2007. CEC coordinated the participation of representatives from various trade unions, fish workers and labour support organisations from India, Bangladesh and Pakistan.

CEC along with WFFP and ICSF launched a South Asia Campaign and prepared a draft document on 'Why Should India Ratify ILO's Standards for Work in the Fishing Sector International Labour Conference', 96th Session, 2007, for adoption in the 96th Session of the International Labour Conference, June 2007.

A follow-up meeting held in CEC after the Consultation decided to mobilise the Press extensively; raise the issue in Parliament through supportive political parties; meet the Labour Secretary; mobilise at the international network of ITUC, WFFP and WFTO; write a letter to ITUC requesting them to help in organising a meeting on the side at the International Labour Conference when it is in session in Geneva from May 30--June 15.

## Research Study on Inland Fisheries Policies

A research study 'The Implications of the Central and State Inland Fisheries Policies on the Rights and Livelihoods of the Traditional Inland Fishing Communities' based on the fieldwork conducted in the Badwani district of Madhya Pradesh revealed that fishermen have not been beneficiaries of any subsidy, insurance, training and other benefits of the state government to which they are entitled. Fish market links are poor. Fishermen have always been using traditional craft and gear to catch fish along the banks of the Narmada.

The study report was contextualised within a macro-perspective and understanding of the national agriculture policy, Five Year plans, Indian Fisheries Act and other related state and central policies. A review of the inland fish policies and plans reveals that there is a need for a participatory approach in policymaking. Policies need to address the masses rather than focus on increasing the production figures. The riverine sector, overall, has been widely neglected and needs attention.

# Trade and Labour Rights- II

## 1. Programme on Leather Workers

### Rationale

The importance of the leather industry lies in the export value, and its potential to generate employment. With the government supporting the present multilateral negotiations within the World Trade Organisation (WTO) framework, the growth in the leather sector is expected to be limited. Small and medium producers are bound to lose out. More importantly, the population severely affected is the already marginalised Dalits and women.

The leather sector is an important area of focus in the negotiations on Non-Agricultural Market Access (NAMA), under the WTO. CEC has initiated an action research on workers in the leather industry, with the objective of building a campaign for protecting social security in the leather industry.

The study is located in the three key regions of leather production in India: Chennai, Warangal and Agra. In Agra, the study aims at understanding the supply chain and how it operates, and in Warangal, the focus is on the working conditions and social security of the workers.

The study was intended to understand the changes occurring in the organisation of the leather industry as a result of a) the liberalisation policies of the government of India and b) WTO negotiations, in particular, NAMA; the impact it is having on the (i) labour market, (ii) working conditions including wages and social security, (iii) the organisation of production and the (iv) the employer-employee relationship and the negotiating capacity of workers.

Warangal: After completing a field survey of 80 workers, the second round of field work was conducted through household surveys and a survey of families of non-leather workers. The report was submitted in January 2007.

Chennai: The field survey of almost 100 workers was completed and the final report of the field work with case studies was submitted.

Agra: The field survey report of 120 workers was completed and the report of the final field work was submitted. Slaughter houses and the hides-and-skin market of Hapur and Delhi were visited. The report on the visit was finalised and secondary materials were collected.

The programme team met on 22 March 2007 and finalised the outline of the report. A draft report was prepared and submitted in March 2007.

## 2. India Campaign on Non-Agricultural Market Access (NAMA)

NAMA negotiations have been ongoing since the Doha ministerial declarations in November 2001, reducing and eventually eliminating industrial tariffs, and other so-called non-tariff barriers to market access for industrial exports. The products or goods covered under NAMA negotiations are essentially industrial as well as non-agricultural natural resources such as fisheries, forests, gems and minerals.

CEC initiated a study on understanding NAMA and its consequences on labour, and aims at building a broad alliance of stakeholders to campaign against the adverse consequences of NAMA on the workers in various industries in India. The Campaign will be based on a critical study of the ongoing WTO negotiations, specifically on NAMA and a simultaneous process of network building among stakeholders.

The objective of the study was to understand the impact of NAMA on the structure of the economy, the changes in industrial structure and the organisation of production and its consequent impact on labour in India in terms of rights, wages, employment, social security and welfare, particularly in the leather and fisheries sectors. Its impact on public revenue and India's ability to have independent policy options was also to be explored. Another objective of the exercise was to enable a process of networking among stakeholders within as well as across various sectors negatively affected by NAMA, and to evolve a process of monitoring government decisions on trade, and engage in effective policy interventions.

## NAMA 11 Trade Union Campaign

CEC has been participating in the fortnightly online meetings with the NAMA 11 trade union group, which is an international network of trade unions from the NAMA 11 countries set up by the International Trade Union Congress (ITUC). Updates are sent regularly on the NAMA list-serve. The preliminary research report on NAMA and its Implication on India was submitted to the NAMA 11 network in January 2007.

As per the request of NAMA 11, CEC prepared the report 'Trade Policies and its Impact', based on case studies for an international meeting being organised by ITUC. The report revealed field information on how the international trade regime had its impact on the lives of workers in the garment and leather industry. Case studies demonstrated two trends that are visible in India's manufacturing sector: intensification of work and decline of small and medium enterprises.

## NAMA India Campaign

CEC facilitated trade unions in preparing a memorandum 'Protect Interests of Working People or Dump the Round', addressed to the Prime Minister on the modalities proposed by the WTO Committee on NAMA. The memorandum was sent to the PM and Minister of Commerce on 30 June 2006 and released to the press. On 25 July 2006 signatures from over 400 Trade Union representatives were collected on the memorandum during a national TU convention in New Delhi.

A list-server [namaindia@labourfile.org](mailto:namaindia@labourfile.org) was created with the intention to constantly update the various stakeholders on the position of Doha negotiations. Currently, the list-server captures various initiatives taken by major players in resuming the stalled Doha negotiations. The regular updates were sent on the list-server.

## Other activities

CEC presented a paper on 'NAMA in Doha Round' in FTN Coalition Asia Meeting in August 2006.

## 3. Research on the Domestic Garment Industry

Research on the domestic garment industry has immense significance since textile and clothing is the second largest employer, after agriculture, in India. It provides employment to a large number of the weaker sections of Indian society and to women workers. The textile and clothing industry has backward linkages with the agricultural sector as an important source of raw material. It is an important contributor to the national income and foreign exchange. On the whole, the livelihood of a large number of workers is dependent upon this sector.

## 4. Campaign on All India Garment Workers Welfare Board (AIGWWB)

A meeting of the National Campaign on Garment Workers and the Initial Working Group for Garment Workers' Board was held in New Delhi on 23-24 May 2006, in which CITU, NTUI, HMS, JwJ, AICCTU, CWDS, Fedina, SAVE and CSED took part. The focus of a national campaign on garment workers in India and the Asia Floor Wage Campaign, export and domestic sector, Tier 1 and Subcontracting Chain, Special Economic Promotion Zones, home-based workers, wage determination, employment regulation and welfare in the garment workers board and gender issues were among the issues discussed in the meeting.

It was decided that trade unions must give support to the demands for (a) national garment workers' Board as a part of the comprehensive unorganised sector workers board addressing social security and employment security, (b) need-based wages in the export sector, c) social infrastructure in apparel parks and EPZs including housing, food, health, education, training and working women's hostel for garment workers, d) institutionalised safety and complaint mechanisms for women workers and e) the revival of tripartite committee for textile workers.

It was decided that with a dossier on the Campaign, the General Secretaries of all central trade unions should be approached by the CEC. Subsequently, meetings were held with Umraomal Purohit, General Secretary, HMS, on 4 September 2006; Swapan Ganguli, General Secretary, AICCTU on 5 September 2006; P.J. Raju, Secretary, Indian National Trade Union Congress (INTUC) on 5 October 2006; Abani Roy, General Secretary, United Trades Union Congress (UTUC) on 6 October 2006; Gurudas Dasgupta, General Secretary, All India Trade Union Congress (AITUC) on 7 and 14 September 2006 and with M.K. Pandhe, President, Centre for Indian Trade Unions (CITU) on 19 September 2006.

## 5. Outsourcing and Local Priorities in India

Whereas outsourcing and massive job loss is a major concern for the developed countries, in-sourcing of jobs and its impact on work and employment is less discussed in labour-surplus Third World countries, especially in India, which is one amongst the largest service providing countries. At this juncture, the CWA-NTUI-CEC-JwJ Report on Outsourcing and Local priorities in India tries to understand the nature of work and employment in in-sourced industries such as call centres and its impact on labour.

The report uncovers work organisation, human resource management and the nature of employment and their impact on employees in some selected call centres in India. It has come out with a study of 249 call centre workers from three main call centres (Convergys, Accenture and Wipro Spectramind), in Mumbai and Delhi. Information was collected from call centre agents using a structured, pre-tested questionnaire on the nature of work, working conditions, employment, payment and bonuses, control of work and monitoring, aspects of employee association and well being, etc.

After incorporating the inputs of partner organisations in India as well as CWA with some further data analysis, the final report was released in India, in New Delhi and Mumbai on 18 October 2006.

The study showed that a deep divide is visible in terms of caste composition of BPO workers. An overwhelming majority (94.4 per cent) was from the general category, indicating that BPO jobs are not for the deprived sections of the Indian society. The payment system is entirely based on management discretion and employee performance. Salary increments are not uniform even within the same firm. A majority of the respondents were getting a salary of over Rs 10000. Yet, in comparison to the standard wages in US for call centre workers, a difference of about US\$ 25,000 per employee is visible, pointing to the possibility of lower labour cost as a driving force for off-shoring of work.

Further, the study found that the unique profile of the employees forces them to think beyond the traditional kinds of unions based on conflicting industrial relations. That about 38 per cent respondents are positive about unions was an important finding. Individualism concealed under team work, directed socialisation processes, technology induced surveillance methods and various other human resource management techniques have kept the collective identity of call centre workers just below, and never reaching, the political threshold limit. The present study gives the indication that this situation might not continue forever.

## 6. Seminars Organised in Mazdoor Adhikar Mela, Bokaro, 2-4 April 2006

CEC organised a seminar on Bonded Labour and Migrant Labour during the Mazdoor Adhikar Mela in Bokaro on 3 April 2006, which was attended by about 35 people. The participants resolved to affirm the right of the people of Jharkhand, Chhattisgarh and Orissa not to be bonded, to stop the traditional forms of bondage, to have their share in the economic development of the nation, to guarantee employment for men and women, etc.

## 7. Collaboration with ATNC Monitoring Network

CEC took part in the Annual Conference 2006 of ATNC monitoring network held in Bangkok from 21--25 July 2006. In this, the conference activities of the network were expanded from research and campaigning to training and education of workers, with the view to enable workers to organise labour in Asian Transnational Corporations (ATNC).

Reviewing the past performance of the research activities, the conference also evolved a new structure of coordination of the network in three areas Research, Training and Education and Campaigning. CEC presented the India country report on informal workers, focusing on India's economic policies and their debilitating effect on agriculture and the subsequent expansion of migration and informal workers. In addition, the informalisation of work in the formal sector and the problems of unionisation among informal workers were discussed. CEC also made a presentation on NAMA in the workshop organised for the first time in the ATNC conference on 23 July 2006.

## 8. Understanding the Changing Dynamics of Wage Settlement in Tirupur

On the request of SAVE, CEC visited Tirupur during 511 October 2006, to study the present wage settlement negotiations and living wage situation in the garment industry. The CEC team prepared a report on it after understanding the demands put across by the unions and substantiating it objectively, with feedback from the field.

Tirupur is the only place in the country where, every three years, there is a tripartite wage settlement for the garment industry. The previous wage settlement period got over on 1 June 2006. Though the trade unions put forward fresh demands for wage increase, the implementation of social security measures such as ESI, PF and educational support to the children of workers for the years 2006--2009, keeping the context of increasing production activities and growth in the industry, the management linked wages with productivity, claiming that the workers are not 'productive' enough. The management agreed only to a 2-3 per cent wage increase. Further, it stressed that the wage settlement will be revised only after 5 years. The payment of wages will be done on a monthly basis, as against the present system of weekly payments. Putting across these points, the management asked the unions not to pressure them as the industry was facing severe pressure from China and Bangladesh.

## 9. ETI Homeworkers' Project

The issue of how to improve the working conditions of homeworkers contributing to the supply chains of a large number of export products from India and other countries is emerging as one of the serious concerns of international brands and leading exporters. In 2004, in response to this concern expressed by its members, the ETI brought key retailers and brands together with trade union organisations and NGOS to produce the ETI Homeworker Guidelines. These Guidelines, which are now ready for testing, are available on [www.ethicaltrade.org/d/homeworkers](http://www.ethicaltrade.org/d/homeworkers)

### The National Homeworkers Group

A core recommendation of the ETI Homeworker Guidelines is the importance of bringing together different players (commercial and non-commercial) with experience and the homeworkers to make improvements at an industry-wide level, rather than to work individually with a particular group of homeworkers in a single supply chain.

To put this recommendation into action, ETI has supported the set-up of the National Homeworker Group (NHG) in Delhi, a group including brands, Indian exporters, national trade union organisations and national-level NGOs, to improve the working conditions of homeworkers in different locations in India. The NHG had further set up a Bareilly Working Group to implement the guidelines in Bareilly.

CEC participated in the public event on 8 September 2006, which was held to share the initiative with brands, suppliers and retailers. As a company likely to have homeworkers in their supply chains, this event informed them about what other companies are doing for the important and complex issue of improving homeworkers conditions. CEC has been regularly participating in the monthly meeting of the National Homeworking Group.

## 10. South Asian Labour Forum (SALF)

South Asian Labour Forum (SALF), which was formed in Kathmandu to take up the critical issues of the Social Clause in WTO and the Release of Fishworkers, is a joint platform of trade unions and labour support organisations from South Asia. In 2003, South Asian Labour for Peace Conference Karachi, SALF, has been a rallying point for trade unions in Pakistan in the context of changes in labour laws. The trade unions in India were in consensus with having a South Asian Report on Labour Rights using ILO conventions as the benchmark.

### South Asia Report on Labour Rights

The issue of 'labour rights' in South Asia has to be placed against the backdrop of 'growth-led liberalised regimes', and the deteriorating living and working environment of workers especially in the informal economy. The report proposes to look at the national labour laws conforming to the 'Core Labour Standards' of the ILO and whether there have been changes in these laws; the implementation of these laws, and how different tools are employed to evade laws, violation and defiance.

The study intends to explore constraints and possibilities of each country regarding the implementation of the core recommendations of the ILO. Both primary and secondary sources data are used to explore the violations of the core labour standards. The primary resources include government documents; conventions and recommendations of ILO, WTO, and documents related with labour policy, labour policies of states and case studies to shed light on the tactics and tools employed by the firms to evade laws. Case studies contain discussions with labour organisations and workers. The secondary resources included scholarly articles and books related with the unorganised and organised sectors.

## 11. India Social Forum (ISF) 2006

The India Social Forum (ISF) New Delhi from 9-13 November 2006 had focussed on the movement against neo-liberal globalisation, sectarian politics, casteism, patriarchy and militarisation. The ISF aimed at engendering dialogue, optimism and hope, by creating space that will enable greater mobilisation of resources for an alternative future within India, Asia and Africa.

CEC participated in the ISF through its involvement in 'Labour in ISF 2006'. To ensure that labour is a part of the World Social Forum, central trade unions, federations, independent unions and labour support organisations and labour support organisations came together and formed a labour group: Labour in WSF-India. The aim was to address the issues of workers, in both the organised and the unorganised sectors. Labour in WSF-India had earlier organised seminars and conferences in WSF 2005 in Port Alegre, WSF 2004 in Mumbai, and ASF 2003 in Hyderabad.

In ISF 2006, Labour in WSF India organised a seminar on Trade Union Perspectives on Communalism, Caste and Gender Issues on 10 November 2006; a public meeting on Labour in the Era of Globalisation: Inclusion or Marginalisation? The Road Ahead on 11 November 2006 and a seminar on Social Security Emerging Challenges on 12 November 2006.

## 12. World Social Forum 2007, Nairobi

### Strategy Planning Meeting for Afro-Asian Labour Solidarity Event

The idea of Afro-Asian labour solidarity that had been proposed in the context of increasing the integration of Asia and Africa in the global market within the WTO framework has led to lopsided economic development in the regions. CEC believes that the new geo-political situation calls for the need to conceive new paradigms of economic and social partnership, particularly for labour. There is a need to evolve common positions in relation to international trade negotiations; trade rules based on parity along the value chain and in which the weaker trading partners are protected and on social justice.

At WSF 2007, Nairobi, CEC organised the first strategy planning meeting for the Afro-Asian Labour Solidarity Event.

This event was the first step towards long-term strategy building creating an Afro-Asian Labour Forum that takes up policy issues at the international level, solidarity actions and joint research programmes.

### 13. Solidarity with HMSI Union

CEC met and expressed solidarity with the Honda Motorcycles & Scooters India Employees Union (HMSI), engaged in a process of wage negotiations with the factory management. The union requested CEC to help HMSI work on a website on automobile workers in India, to serve the purpose of documenting and disseminating information from the workers' perspective on the Industry, production, organisation, wages, working conditions, labour rights, trade union struggles and so on.

### 14. Papers Presented

**CEC made several presentations during the year....**

- Presentation in FTN Coalition Asia Meeting, August 2006 on 'NAMA in Doha Round' and 'GWA India Campaign Experiences and Learning'.
- Paper presentation on 'Restrictions in Employment in the Indian Garment Industry' in the Seminar on Labour Laws for Textile and Clothing Sector, Confederation of Indian Textile Industries and Textile Committee, August, 2006.
- Presentation on Labour Standards in the Electronics and IT Industry in India in Sozhou international IT and Labour Standards Conference 2006 held in Sozhou, China, on 25-28 November 2006.

### 15. MPs' Visit

CEC facilitated the exposure visits of UK Parliamentarians who were visiting India as part of Trade Justice Campaign. In Delhi, CEC organised a brainstorming session on 'India's Concern on WTO NAMA negotiations'. CEC arranged their meetings with political parties and provided support for organising the meetings with trade unions, academicians and civil society organisations. The delegates also visited Tirupur and Coimbatore, and interacted with industrialists and workers.



## Sustainable Livelihood for STGs and Workers in India

The focus of the 'Sustainable Livelihood for Indian STGs and Workers' programmes is on STGs and workers in Tamil Nadu, Assam, West Bengal and Kerala to improve their livelihood by facilitating fairer terms of trade.

The STGs in India contribute roughly one-fourth of the total tea production in the country. Yet, very few of them are incorporated with the Tea Board of India or any other organisation. The legal existence and growing number of STGs in India is a cause of concern today. The cultivation practices are unscientific; there exists a low level of technical knowledge and input management, poor plucking standards, faulty leaf collection and carrying methods, poor bargaining strength, undefined relationship with BLFs, low green leaf price realisation, etc., pushing the STGs to a high cost of production. Therefore, it is imperative to work on the vulnerability of the STGs, and outline the sustainable measures for arresting the existing situation.

### Research Studies

To understand the existing situation of STGs in India, research reports were prepared on (1) Existing Policies on STGs in India: A case of Assam, West Bengal, Tamil Nadu, and Kerala; (2) Agricultural practices in STG gardens, regional variations and alternative technologies in processing; (3) Functioning, coordination and efficacy of self help groups, associations, cooperatives and NGOs with small tea growers and (4) Cost of production, pricing of green leaf and the relationship of STGs with bought-leaf factories (BLFs) and auction centres.

To improve the situation of STGs, the following strategies were considered.

1. Society formation
2. Capacity building of STGs
3. Exposure visits of STGs including intra-state and inter-state

4. Business linkage between STG societies and BLFs
5. Linkage of STGs societies with the local/regional Tea Board Offices
6. Policy level facilitation

## Formation of Primary STG Societies and STG Associations in Tamil Nadu, Assam, West Bengal and Kerala

The STG societies, as primary producer societies, have been formed at the village level and they function as micro business units. These units, in turn, have strengthened the existing STG associations in playing their role in policy intervention, advocacy and liaisoning at the district-/state-level for protecting the rights of STGs.

The STG societies take care of quality improvement and business linkages. These motivate the growers to raise their voices to bring about necessary changes. The village-level STG societies can be further clubbed to form block-/district-level federations.

The Tea Board of India supports these STG societies after registration, providing them subsidy for transportation, leaf sheds and other facilities, declared from time-to-time by the government.

As part of intensive efforts to facilitate the formation of STG producer societies, state-level workshops on sustainable livelihood for STGs and workers were held on 12, 15, 20 and 22 June 2006 in Siliguri (W.B), Dibrugarh (Assam), Coonor (Tamil Nadu) and Kalpetta (Kerala), respectively.

STGs in the Coonoor workshop (25 September 2006) stressed the need to form a National Federation of STGs. Sixty-eight members took part in the discussion on usefulness and process of SHG/association formation, quality improvement and linkage with factory. The Executive Director of Tea Board of India, Coonoor, motivated the STGs to form SHG/Associations.

## State-wise status of the formation of STG societies

In Kerala, 68 societies comprising 2,287 STGs have been organised in two Blocks of Wayanad and one Block of Idukki district. Fifty-eight societies were registered. 1,230 STGs received registration from the Tea Board of India. Two existing associations were strengthened and a new Apex Society was formed.

In Tamil Nadu, 11 societies comprising 1020 STGs have been organised in three blocks of Nilgiri district. All have applied for registration with the Tea Board of India. Three more societies are at the formation stage.

In Assam, 7 societies comprising 242 STG members from 2 districts (Dibrugarh and Tinsukia) have been organised. All the societies have been registered with the state cooperative and they have applied for registration with the Tea Board. However, with the involvement of state cooperatives and All Assam Small Tea Growers' Association, 97 STG societies have been formed in the state.

In West Bengal, 6 societies comprising 213 STG members from 2 districts have been organised and applied for Tea Board registration. Four other societies are in the final stages of being formed.

STGs in all the project states have realised the importance of organising STG societies for better production of green tea leaf and have gained collective bargaining power.



## Capacity building of STGs

Exposure visits for society and association: Twenty STGs from the newly developed STG societies of Uttar Dinajpur district visited Panbari society of Jalpaiguri district, Kurti Tea Estate, Jalpaiguri and TRA at Nagarkata on 27 and 28 December 2006. The visitors interacted with the members of Panbari society regarding the management of the society, the maintenance of records, accounts and business linkage with BLF. In TRA, the visitors learnt about the technical aspects of tea cultivation such as soil testing, pest and fertiliser management, etc.

An exposure programme was organised by Kafeucha STG society on 11 January 2007 in Udaipur, Assam.

Inter-state exposure: Three STGs, each from Assam and West Bengal, visited the primary STG societies and associations in Kerala from 28 February to 6 March 2007. They participated in the meetings organised with several societies and two associations on the facilitation and action process. They also held discussions with the local authorities such as UPASI; and learned about the participatory quality improvement programmes with the STG societies/associations.

The regional meeting of STG societies was held on 8 February 2007 in Gudalur. Executive committee members and their representatives from four STG societies participated and reviewed the progress of the STG societies. They identified unique problems and issues and discussed the methods to collectively supply leaves to a Bought Leaf Factory (BLF).

Interactive workshop of the newly formed STG societies, association and cooperative in Dibrugarh (Assam): The interactive workshop at Dibrugarh on 15 March 2007 enabled the growers to exchange their experiences and to know more about the benefits of organising growers in STG societies. Sixty-five STGs from the newly formed STG societies participated in the workshop.

Participation of STG in Siliguri and Coonoor on 'Workshop 3 for small tea producers in India': Representatives of STGs along with field officers of Assam and W.B. participated in the 'Workshop 3 for small tea producers in India' in Siliguri from 26-28 June, and similarly STGs from Coonoor and Wayanad participated in Coonoor from 1-3 July. The workshop was jointly organised under the platform of Just Tea and was coordinated by FAKT-Germany, Traidcraft-UK and CEC-India. It provided many ideas about the supply chain, market accessibility and issues related to STGs and the preparation of action plans to reduce the problems.

A common STG Registration Distribution programme was organised on 13 March 2007 at Chullioode in Wayanad district, in which 257 registration certificates were distributed. The Executive Director of the Tea Board, a Tea Board Member, the Association Leaders, many renowned socio-political leaders and over 375 STGs from the district participated. The event was also an occasion of an impressive political assertion by the STGs.

Technical training was organised with the help of scientists from UPASI-KVK and TRA, and society management training was organised with hired trainers from Nilgiris and Kerala.

In Assam, one society-level training was organised on 16 March 2007 at Ikoratoli village in which 18 small tea growers participated. The technical discussion covered aspects such as the preparation of soil for tea plantation, the process of digging pits, the preparation of cutting, seeding, the upbringing of plants maintenance of plants, pesticides and disease management, manure management, plucking, pruning, transportation to factories, etc. A set of booklets was distributed to all participants.

Business linkage with the Bought Leaf Factories: All newly formed societies are negotiating business linkages with BLFs on better terms of trade. For example, in Tamil Nadu, Karakorai (Nilgiris), the STG society has started direct leaf trade, excluding leaf agents. It has also gradually improved the quality of leaf. The society has mobilised its members to shorten the plucking cycle and grade the collected green tea leaf. It now supplies leaf to Akshya Tea Factory and get Rs 11.75 per kg for 'A' grade and Rs. 9 per kg for 'B' grade, a Re.1 to Rs.1.5 difference from the leaf agent price. It has purchased one vehicle for leaf transportation and is managing a 2-leaf shed in their village. It has also evolved a scientific and transparent record maintaining system and a system of savings.

## Monitoring and Evaluation

The assessment of the effectiveness of intervention is carried out at different levels. STG societies, through village-level meetings, participate in regular assessment of the improvement of leaf quality, business linkage with factory.

The field staff report to the national office monthly reports in structured formats. The progress of the programmes, impact of activities and the issues for follow-up were discussed with the project staff in review meetings in May, August and November 2006.

Coordination and cooperation from UPASI, TRA, IIPM, Tea Board of India at the state and national level has been established. Regular information such as green leaf price, auction price, different information related to STG has been collected from various sources.

Twenty STG representatives from Assam, West Bengal, Tamil Nadu and Kerala, were present in the annual review meeting at Jamia Hamdard, New Delhi, on 20 March 2007.

## BAMBOO WORKERS' PROGRAMME

Based on an understanding of the changes that are taking place in the bamboo industry and its implications for traditional bamboo workers, the programme facilitates the formation of bamboo grower producer groups, their enhancement through training and increased sales of relevant consumer products through better market information.

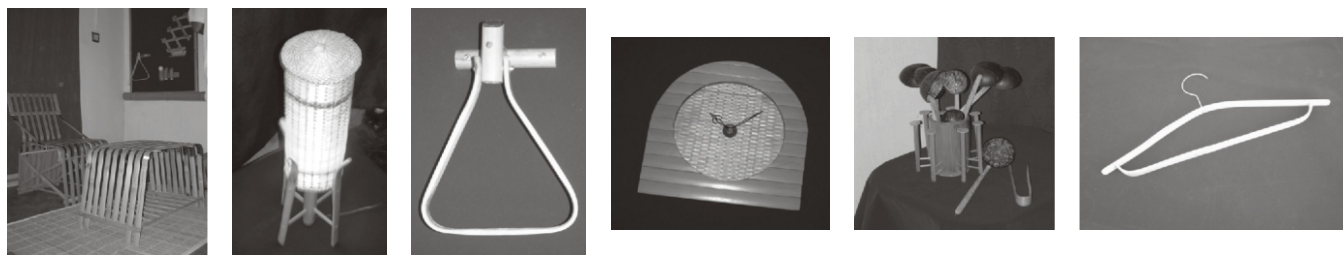
The project focuses on the Kottarakara taluk in Kollam District of Kerala.

With the financial support from the Federal Bank, 8 of the 15 trained traditional bamboo workers formed an enterprise called 'GreenGold (GG) Society'. It has started their production and marketing of the products. The unit is now able to produce 15 types of household items and life style products. Some of the products are shown here.

GG sells its products through exhibitions and direct sales. GreenGold, with the support of Kerala state bamboo mission, participated in an exhibition at Kozhikode for 19 days and achieved a sale of Rs 19,000. GG also sells the products directly at the production centres. For publicity, GG has prepared stickers, bills, etc. They have also taken up work with one prominent tourist resort in Kovalam.

SIPA has shown their willingness to nominate GG in the Fair trade forum-India.

The workers are paying their debt to the bank from the money that they receive as an advance from the GG. After they pay off the debt, the actual remuneration to the workers, on an average, is Rs 1000 to Rs 1250 per month.



Regular market surveys and demand generation supports are being provided to the society by the field staff. This is monitored from time to time from Delhi. The annual review on the production, sale and involvement of members was done in March 2007 and an action plan was prepared to develop the production and sale.

# JUST TEA

'Just Tea' or 'Building a Business Case for Corporate Social Responsibility in Tea Industry in India', was an EU-funded project of CEC, jointly managed with FAKT Consult, Germany and Traidcraft, UK.

To achieve this objective, 'universal' (targeting the whole Indian tea industry), 'multi-stakeholder' (all stakeholders in tea industry), 'dialogical' (consultative process), and 'CSR from bottom up' approaches were followed. Using a multi-stakeholder approach, the project promoted dialogue and networking between growers and producers of tea in India, buyers and consumers of tea both in India and in the EU, trade unions and civil society organisations. Multi-stakeholder consultations were organised on regional and national levels in India and in the EU. Publications and an internet platform provided a forum to exchange experiences, and to develop standard Codes of Conduct (social, economical and environmental standards).

Three major activities taken up during 2006-2007 were: 1. Internet platform 2. Workshop III for STGs and 3. Consumer campaign.

## 1. Just Tea Internet Platform

The Just Tea Internet platform is updated with news from the year 2002 to 2005 related to the tea sector, research and activity reports, and the code of conduct. Reports including UK Visit report, the mid-term review report, and the research report on 'Code of Conduct for the Indian Tea Industry' have been uploaded.

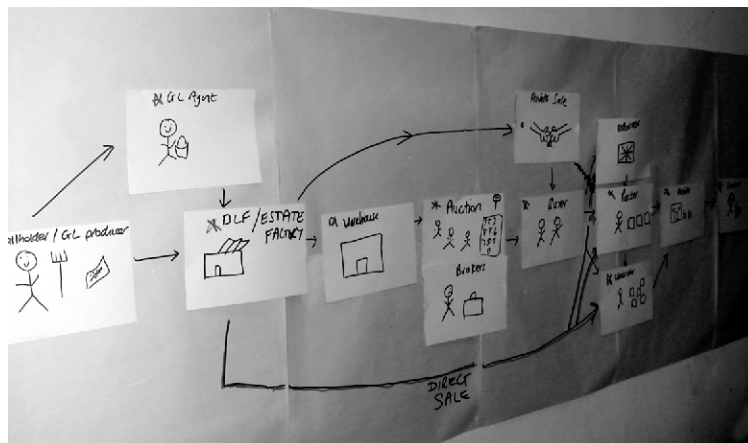
The external evaluation of the project was carried out by Mr. Jorge Vivar, an evaluator assigned by the European Union, on 7-8 May 2006. The evaluation involved both process and impact assessment. The evaluator asked questions specifically on the project purpose, project management, project outcome, collaboration with partners and cooperation of European Union.

The external evaluator found that the project is running satisfactorily in line with the objective and purposes and reports are up to date and systematic. It was felt that the project purpose should be mentioned in a single sentence instead of keeping three project purposes, LFM should be regularly updated and used for project management, Reporting to EU should be strengthened, getting better visibility of European Union on the entire project publications/documents and labeling with EU and project logos in all articles, furniture, etc., bought for the project.

## 2. Workshop for STGs

Two 3-day Workshops, for STGs in the Indian tea industry were conducted in two regions. The workshop held in Hotel Mainak in Siliguri on 26-28 June 2006 for the north-eastern region was attended by 36 participants. The workshop for the southern region was organised in Coonoor during 13 July 2006 and was attended by 32 participants. The workshop was facilitated by trainers from the Traidcraft.

In the workshop, through facilitated discussions



and brainstorm, the participants were introduced to the main principles of market access, providing them with a framework to explore the market access issues and challenges in the tea industry. It also introduced the principles of responsible business practice in the context of accessing markets

### 3. Consumer Campaign

The core activities of the Just Tea pilot consumer campaign were conducting an assessment of consumer awareness on social and environmental standards in tea production, and of their importance for choosing a product, and a campaign that involved production of brochures and posters for display and distribution in participating Fabindia outlets and publication of results.

The consumer research in India was an attempt to understand whether there is a business case for socially and environmentally responsible tea among Indian consumers, mainly among those who have disposable incomes. The pilot consumer campaign in selected cities also assessed if, and how Indian consumers can be convinced to buy tea that has been produced observing the Codes of Conduct (social, economical and environmental standards). Furthermore, the aim of the campaign was to look for the possibility of consumers' willingness to pay for the socially produced tea.

#### Consumer Campaign

The pilot consumer campaign was implemented in four stages in the cities of Kolkata, Bangalore, Mumbai and Delhi in collaboration with FabIndia. The Just Tea team took the professional services of BatesIndia to implement the campaign.

In the first stage, exploratory research was done to find out the attitude and perception of consumers regarding social and environmental issues related to food products, particularly tea. In the second stage, quantitative research, for the validation of the first clues on consumer attitudes was conducted. Customers visiting Fabindia outlets were interviewed using a structured questionnaire. The acceptability of socially and environmentally friendly tea amongst consumers, and the price value perception were investigated at this stage.

In the third stage, at each of the Fabindia outlets, a temporary Just Tea stall was put up which enabled a one-on-one quiz with shoppers. The events were organised in the Hindustan Park Fabindia outlet Kolkata (July 2, 3 and 4, 2006) with 111 participants, Kalaghoda Fabindia outlet Mumbai (July 8, 9, and 10, 2006) with 132 participants, Khan Market Fabindia outlet Delhi (July 6, 7 and 8, 2006) with 130 participants and Koramangla Fabindia outlet Bangalore (July 7, 8 and 9, 2006) with 229 participants in the quiz contest. In each city, the second prize was given to three and the third prize to five people. The Bumper Lucky draw took place in the last event and Shonalika Mukherjee won.

#### Final Review

The final review of the project was done during the third week of August 2006, in which the project partners and the national coordination committee were constituted from among the stakeholders.

## Occupational Safety and Health

The CEC team visited the tea garden in Dibrugarh (Assam) during 2-9 January 2007 and Nilgiri District (Tamil Nadu) between 16 and 26 January 2007. The visit to Dibrugarh was cut short due to bandh/curfew and delay in flight schedules etc. Only 39 samples could be collected from Assam though 100 had been planned. In total, 79 samples were collected from Nilgiri, partly due to the non-availability of workers, off/dry season and time consumption in filling the responses because of the language barrier.

### Activities

The activities in the field included questionnaire filling, physical examination (height/weight/BP/pulse recording), visit to the tea factory, UPASI, Krishi Vigyan Kendra and extensive interaction with workers, tea garden owners, society president, etc., and attending the meeting with foreign delegates in Coonoor. The data entry and analysis was done in Epi-Info software.

### Other activities

- CEC members attended the Annual Conference of IAOH from 30 January to 5 February in Chennai. During the conference, the member also visited the tanneries of Chrompet area in Chennai to visualise the working conditions and the possible health exposures to the workers of the tanneries.

## CEC Policy against Sexual Harassment

Based on the guidelines of the prevention and deterrence of sexual harassment in the workplace laid down by the Supreme Court of India in its 13 August 1997 judgment on the Writ Petition (Criminal) Vishaka vs State of Rajasthan (AIR 1997 SC 3011), CEC constituted a 'Sexual Harassment Complaint Committee' on 8 March 2007 (International Women's Day). The committee comprises of Rinju Rasaily, Pallavi Mansingh and R.S. Tiwari from CEC besides an external member.

The committee has formulated a clear policy on what is considered to be sexual harassment and how to deal with such cases and redress complaints made to the SHCC. All members of the CEC community, including Programme and Administrative staff, project specific staff, interns and other researchers are provided equal protection through this committee. Sexual harassment of any kind is considered unacceptable and the violator would attract appropriate disciplinary action.

## Emergency and Extension Services

After the tsunami on 26 December 2004, CEC has been active in relief and rehabilitation services. CEC facilitated the relief and rehabilitation process in Andhra Pradesh by collaborating with local organisations, SNIRD and Rural Reconstruction and Development Society (RRDS) in the districts of Prakasham and Nellore. The objective was to restore livelihood activity of the fishing community, by providing fishing crafts, fishing nets, etc. The project was for one year only.

CEC participated in the DanChurchAid (DCA) Workshop on Planning, Monitoring and Evaluation (PME) of Tsunami Programme in Muttukadu, Tamil Nadu from 21 to 23 February 2007.

## Documentation and Information Services

As an active department of CEC, Documentation and Information Services (DIS) is regularly engaged in marking, coding, cutting, classifying, data entering, downloading, scanning, storing of information and its dissemination. The documentation centre has a comprehensive collection of journals, newspaper clippings, reports, documents and books on labour related issues. The centre is engaged in the dissemination of information on labour issues to the in-house researchers, academicians and grass roots-level workers. For consulting reference books, collecting information and for training purposes a large number of scholars, external researchers, NGOs, educational institutions and consultants visit the documentation centre regularly. A dedicated team of the Documentation and Information Services continuously supports the projects and research work by providing reference material to the researchers and programme officers. The documentation centre has gathered important information by downloading newspaper clippings and articles from different websites. Books and journals were re-organised and classified. CEC often receives requests by e-mail to forward study material to be used as reference material on issues related to labour.

During 2006-07, DIS collected 3,490 books, 832 documents and 11,445 selected articles from various journals. About 65,415 newspaper clippings were downloaded, classified and scanned.

### Systems

The two major functions of the Programme Centre are the management of computer systems in CEC, and the development of made-to-order software packages for in-house use. In addition, the Centre also manages the websites of CEC.

### DIS Database Conversion

- Book entry of the DIS package has been completed and installed in the doc-centre systems in a trail version.
- Newspaper Entry Module has begun in the DIS Package. The coding for taking the database values into the combo box has been finished. PDF files can be saved to the server with any name.
- DIS Journal Entry part coding has been completed. The Author, Title, Keyword codes were brought into combo boxes.

A new address database has been created for Administration and installed in the computer. All Indian states, Districts and main cities were already fed in the software with their STD codes. Various queries based on the name, state, etc., have also been generated.

A List Server called [nama@labourfile.org](mailto:nama@labourfile.org) was created with Pugmarks.

New website [www.teaday.org](http://www.teaday.org) created, hosted with Pugmarks Private Ltd.

A Server was re-installed to new IP class series for the high speed Internet connection.

## Administration

The administration department of CEC carries out regular administrative work such as facilitating the implementation of various activities of the programme centres, addressing the requirements of the staff, arranging logistics for the events and programmes, and the maintenance of office property and equipment.

Besides routine work and coordinating and arranging various events of the programme centres, the administration department played a key role in arranging events such as CEC Staff meeting in Surajkund; meeting with former colleagues of CEC at the India International Centre (IIC) Annexe; strategy planning meeting of the CEC Board in Goa; UK Parliamentarian meeting at IIC, New Delhi; India Social Forum (9-13 November 2006, New Delhi); World Social Forum 2007, etc.

The HR and Programme Implementation unit has undertaken activities such as the selection and appointment of staff. It has provided induction training to new recruits, organised training of CEC staff on gender sensitisation, drafted rules of discipline and service conditions, etc. Also, it has organised medical insurance for newly recruited staff, issued appointment letters and experience certificates, removed impediments relating to manpower, canteen services, ensured discipline, etc.

# Finance

The Finance Department of CEC carries out the regular activities such as reporting and accounting to government authorities and donor partners, salary disbursements and settlements, insurance, income tax and social security matters and bank dealings.

## Financial Controls and Policies

### Recruitment policy

- Advertisements in newspaper, website and through the NGO network
- Selection Panel ( Programme Officer, ED and Independent expert)
- Interview for the selection of candidates.

### Purchase policy

- Invite at least 2 quotations for purchase of major items/equipments
- Supplier selected on the basis of cost/quality/service/consistency factors
- In case of computer/stationery and other small items, regular suppliers have been identified based on consistency in services. In case of regular suppliers, rates are periodically checked and verified.

### Sales/Disposal of Equipment/Fixed Assets

- Equipment/Fixed Assets are disposed only at the ending of its utility to the organisation
- All items to be disposed are listed on the Notice Board and sold by Auction.
- Equipment is sold to scrap dealers after verifying the prices with 2 or 3 dealers.

### Investment policy

- Liquid funds are invested with scheduled banks according to the cash flow requirements. Investment control chart/register is maintained.

### Authorisation/ approval/ cash payment limit

- Budget parameters
- Approval by programme officer
- Cash payment limit up to 20,000.

### Bank Reconciliation

- Monthly

### Cash verification

- Monthly
- Surprise check by Financial Adviser/Treasurer periodically

**Service Charges/consultancies/overheads charges (M&D Funds)**

- Charged to Projects towards infrastructure support

**Staff Loans**

- Given for emergency needs (Medical, education, etc.)
- Up to Rs 20,000 approved by ED
- Above Rs 20,000 with approval of Board
- Personal emergency loans by staff adjusted against monthly salary and recovered within a year

**Programme advances**

- As per budget, monthly cash flow requirement
- As per Action Plan
- As per Programme requirement
- Approval by Programme Officer

**Housing loan**

- Facility provided to regular staff
- Minimum 5 years service
- Limit of amount Rs 75,000
- Rate of interest 5 per cent
- Adjustable against monthly salary

**Travel /per diem**

- Actual reimbursement
- No per diem
- Rail travel by 2AC for all employees
- Air travel on emergency with the approval of programme officers and the ED

**Staff benefits**

- Mediciam insurance assured amount of Rs. 75,000
- Medical reimbursement up to Rs 3,000 per annum
- Accident insurance assured amount of Rs. 1, 50,000 to 5, 00,000, varying according to the salary with National Insurance Company Ltd.
- Provident Fund
- Gratuity scheme with Life Insurance Corporation of India

**Insurance of Building and equipments**

- Comprehensive General Insurance with National Insurance Company Ltd.

**EDP Back-up**

- Server

- Accounts in CD (monthly)

#### **Budgetary controls**

- Budget
- Action plan
- Variance analysis quarterly

#### **Reports**

- To Donors According to requirements
- Statutory reports Annual (FCRA, Income Tax, Registrar of Societies)

#### **Depreciation Policy**

- Fixed Assets

#### **Equipment Maintenance**

- Annual Maintenance Contracts signed on a competitive basis

#### **Vehicle Logbook**

- Maintained by trip basis

| CENTRE FOR EDUCATION AND COMMUNICATION : : NEW DELHI |   |             |                           |           |                                            |
|------------------------------------------------------|---|-------------|---------------------------|-----------|--------------------------------------------|
| FCRA ACCOUNT                                         |   |             |                           |           |                                            |
| BALANCE SHEET AS ON 31 March 2007                    |   |             |                           |           |                                            |
| =====                                                |   |             |                           |           |                                            |
| <b>Liabilities</b>                                   |   |             | <b>Rs.</b>                | <b>P.</b> | <b>Assets</b>                              |
|                                                      |   |             |                           |           |                                            |
| <b>Capital Fund</b>                                  |   |             |                           |           | <b>Fixed Assets.</b>                       |
| (To the extent of Fixed Assets.)                     |   |             | 7224098.00                |           | As per Fixed Assets Schedule               |
|                                                      |   |             |                           |           | 7224098.00                                 |
| <b>Unspent Balance</b>                               |   |             |                           |           | <b>Closing Balances</b>                    |
| <b>Staff Housing Loan Fund</b>                       | A | 500000.00   |                           |           | <b>Staff Housing Loan Fund Recoverable</b> |
|                                                      |   |             |                           |           | 362699.00                                  |
| <b>Project balances</b>                              |   |             |                           |           |                                            |
| As per last year                                     |   | 2645746.35  |                           |           | Cash                                       |
|                                                      |   |             |                           |           | 3330.50                                    |
| Add: Current Receipts                                |   | 41941844.79 |                           |           | State Bank of India                        |
|                                                      |   | 44587591.14 |                           |           | 825320.82                                  |
|                                                      |   |             |                           |           | Advances/ imprest                          |
|                                                      |   |             |                           |           | 631084.40                                  |
| Less: Current utilisations                           |   | 43264856.42 |                           |           | 1822734.72                                 |
|                                                      | B | 1322734.72  |                           |           |                                            |
| Sub Total (A+B)                                      |   |             | 1822734.72                |           |                                            |
|                                                      |   |             |                           |           |                                            |
| <b>Total</b>                                         |   |             | <b>9046832.72</b>         |           | <b>Total</b>                               |
|                                                      |   |             |                           |           | <b>9046832.72</b>                          |
| =====                                                |   |             |                           |           |                                            |
|                                                      |   |             |                           |           | for GULIANI & Co.                          |
|                                                      |   |             |                           |           | CHARTERED ACCOUNTANTS                      |
| <b>Consultant Finance</b>                            |   |             | <b>Executive Director</b> |           | (ARUN KUMAR GULIANI)                       |
|                                                      |   |             |                           |           | Partner                                    |
| Place: New Delhi                                     |   |             |                           |           |                                            |
| Dated: 28 July 2007                                  |   |             |                           |           |                                            |
| CENTRE FOR EDUCATION AND COMMUNICATION : : NEW DELHI |   |             |                           |           |                                            |

|                                                                     |             |             |                                                                |           |                       |             |
|---------------------------------------------------------------------|-------------|-------------|----------------------------------------------------------------|-----------|-----------------------|-------------|
| CENTRE FOR EDUCATION AND COMMUNICATION: : NEW DELHI                 |             |             |                                                                |           |                       |             |
| FCRA Account                                                        |             |             |                                                                |           |                       |             |
| Statement of Receipts and Payments for the year ended 31 March 2007 |             |             |                                                                |           |                       |             |
| =====                                                               |             |             |                                                                |           |                       |             |
| RECEIPTS                                                            |             | AMOUNT(Rs.) | PAYMENTS                                                       | Schedule  | AMOUNT(Rs.)           |             |
| Opening Balance                                                     |             | 3145746.35  | Bonded Labour Programme                                        | A         | 1710577.50            |             |
|                                                                     |             |             | South Asia Programme on ILO Standards for Fish Workers         | B         | 288048.00             |             |
|                                                                     |             |             | Core Programme                                                 | C         | 16405742.36           |             |
|                                                                     |             |             | Sustainable Livelihood for Tea Workers                         | D         | 7204915.09            |             |
|                                                                     |             |             | Just Tea Project                                               | E         | 7059365.74            |             |
|                                                                     |             |             | National Convent on on Bonded Labour                           | F         | 1468926.00            |             |
| Current Receipts                                                    |             |             | International Tea Day 2006                                     | G         | 1070471.33            |             |
|                                                                     |             |             | M & D Funds / CEC General Programme                            | H         | 3264782.79            |             |
| GRANT-IN-AID                                                        | 41703938.79 |             | Research on Outsourcing                                        | I         | 62890.00              |             |
| Bank Interest                                                       | 156906.00   |             | National Convent on on Social Secutiry for Unorgan zed Workers | J         | 848956.00             |             |
| Sale of Old Assets                                                  | 81000.00    | 41941844.79 | CEC-RRDS Relief & Rehabilitation prog.                         | K         | 5977126.00            |             |
|                                                                     |             |             | Meetings with Labour Groups                                    | L         | 351943.00             |             |
|                                                                     |             |             | School for Child workers                                       | M         | 622270.50             |             |
|                                                                     |             |             | Research Pharmaceutical Sector in Gujarat, India.              | N         | 259513.00             |             |
|                                                                     |             |             | Workshop on Freedom from Hunger                                | O         | 655600.00             |             |
|                                                                     |             |             | Hunger Study Programme                                         | P         | 226904.00             |             |
|                                                                     |             |             | Mazdoor Adhikar Mela                                           | Q         | 29997.76              |             |
|                                                                     |             |             | Automobile Research                                            | R         | 77350.00              |             |
|                                                                     |             |             | Electronic Study                                               | S         | 52120.00              |             |
|                                                                     |             |             | Workshop on Garment Workers                                    | T         | 19102.31              |             |
|                                                                     |             |             | Sub: Total                                                     |           | 47654601.38           |             |
|                                                                     |             |             | Less own contribution/ sundry creditors                        |           | 4389744.96            |             |
|                                                                     |             |             | Current Utilisation                                            |           | 43264856.42           |             |
|                                                                     |             |             | Closing Balances                                               |           |                       |             |
|                                                                     |             |             | Cash                                                           | 3330.50   |                       |             |
|                                                                     |             |             | State Bank of India                                            | 825320.82 |                       |             |
|                                                                     |             |             | Advances/ imprest                                              | 994083.40 | 1822734.72            |             |
| Total                                                               |             | 45087591.14 |                                                                | Total     |                       | 45087591.14 |
| =====                                                               |             |             |                                                                |           |                       |             |
|                                                                     |             |             |                                                                |           | for GULIANI & Co.     |             |
|                                                                     |             |             |                                                                |           | CHARTERED ACCOUNTANTS |             |
| Consultant Finance                                                  |             |             | Executive Director                                             |           | (ARUN KUMAR GULIANI)  |             |
|                                                                     |             |             |                                                                |           | Partner               |             |
| Place: New Delhi                                                    |             |             |                                                                |           |                       |             |
| Dated: 28 July 2007                                                 |             |             |                                                                |           |                       |             |

