

Branch Briefing REVENUE & CUSTOMS GROUP

To: **All PCS representatives**

cc: **Branch Chairs, Branch Secretaries, Branch Organisers, Group Executive Committee, Equality Chairs, VOAC** (for information)

Can this Briefing be circulated via HMRC IT systems: **NO**

Website: **YES**

Date: **18 August 2022**

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Branches – get members ballot ready!!!

Branches – get battle ready!!!

- *Data cleaning to be completed by 3 September 2022*
- *Branches to plan engagement events/activities with members*
- *Support for branches with data cleansing and member engagement*

Branches – act now to get our members ballot ready

(Data cleansing to be completed by 3 September 2022)

When we met as branch organisers on 3 August, we were shown how we can use our branch PCS Digital.

Branches need to check with all members by 3 September that their personal details on PCS Digital – email, phone number, private address, and grade – are correct. Don't assume a green tick means the data we have is up to date – when you have checked with members that this information is correct – note them as 'spoken to' on PCS Digital.

PCS HQ must let the employer know which grades and workplaces are being balloted, by law so failure to keep accurate records on PCS Digital could cause problems for us when we get over the 50% threshold – no doubt the government will be going through our records in great detail!

Branches have been emailing and leafleting our members with bespoke workplace leaflets and MS Forms on updating personal records – we have received permission from Employee Relations (HR) to be able to do this. Branches can also order leaflets, postcards to hand out to members using the order form overleaf. Remember all members who check their PCS Digital account are entered into the bi-weekly £250 prize draw – won this month by a R&C member in Wales!!

Please contact your hub lead **immediately** if your branch need help with PCS Digital.

How to change personal details on PCS Digital – it might be helpful to remind members that they do this by:

- 1) Entering their PCS membership number with @pcs.org.uk tagged on the end in the 'username' field
- 2) Go into 'My Membership', then into 'My Record', then into the down arrow besides 'Update my personal details' - at this point members can check that their name, grade, address, email and phone numbers are all up to date. This takes less than a minute!

Branches – plan to get our members battle ready

The whole civil service is under attack from the Tory government – we are at war. To be on the losing side is disastrous for the public, our jobs, our members, and our trade union! We must engage with members to win!

We need all branches to set up war cabinets and agree your plan for how you will engage with ALL members by 1 September:

- Members to be reminded of the attacks we face from the Tories and how voting to take action is the only option they have to fight back
- Branches to make sure all Revenue & Customs members come to our Zoom meeting with Mark Serwotka 21 September – details to follow
- All branches to run an event for your members before the ballot opens 26 September 2022
- All branches to plan how to ensure all members have voted and chased up until voted
- All branches to use PCS Digital to update when members have posted their ballot papers (this will be monitored centrally on a weekly basis)

When branch organisers met on 3 August, we shared best practice for engaging with members.

Leafleting our workplaces – brilliant opportunity to engage with members off the workplace on a face-to-face basis. Branches can create bespoke branch leaflets to distribute to members (to be discussed at our next branch organiser meeting). Although not on the order form, branches can ask PCS HQ to send PCS caps and t-shirts in the covering email sent with the attached form – all orders to be sent to printu@pcs.org.uk

Members' meetings – our Revenue & Customs group has its own Zoom account which can be used by branches to hold member meetings. Use car parks and/or public spaces close to the workplace; work with hub leads to hold a local all group's members' meeting and get some megaphones ordered by your branch so members are fully engaged in the national campaign!

All HMRC members' meeting with Mark Serwotka 21 September 6:00pm – details about this meeting will follow shortly. Encourage all members to attend and get the latest information on pay, pensions and our national campaign and ballot from our General Secretary

WhatsApp group for all branch organisers – if your branch wants to keep up to date with other branch organisers off HMRC systems, we have now set up a WhatsApp group. Details on how to join this can be obtained from Claire Keenan.

Be prepared to engage members off HMRC systems – branches encouraged to set up branch WhatsApp groups for the BEC and members. We all know that at any moment we could be stopped from using HMRC systems – let's be prepared to be connected to the branch and members!

Branches – let's work together

There is support for branches from your BEC, your branch advocates, from your hub leads and from the GEC.

Try and ensure your branch attends the branch organising meetings we will continue to hold throughout the campaign. Remember, we may have to do this via social media so join the organiser WhatsApp group if you can.

We'll win this!

CLAIRE KEENAN
Group Organiser

If you require this publication in any other format such as Braille or large print please contact the Group office at RCGroup@pcs.org.uk or call 0151 298 3900