

# Clear Resolutions = Clear Decisions

## CUPE Alberta Division March 2008

CUPE Alberta encourages locals and divisions to use clear language in resolutions.

### What is clear language resolution?

The clear language format flips the order, putting what you want (be it resolved) before the reasons why (whereas). At right is an example.

### Why is CUPE Alberta encouraging resolutions in clear language format?

- The CUPE Alberta Division Executive has decided to encourage organizations to submit resolutions in clear language format. CUPE's National Literacy Reference Group strongly recommends clear language resolutions.
- Traditional resolution format uses words like *Whereas*, and *therefore be it resolved*. Such words are unfamiliar and confusing to some members, especially new delegates.
- Using simple words like *will* and *because* will help delegates understand the resolution.
- We want to take all steps possible to encourage participation at convention.

### Clear language format:



Local  
123

President  
J.A. Smith

Recording Secretary  
P.T. Jones

### CUPE ALBERTA WILL:

1. Encourage all chartered organizations to use the recommended format for resolutions; and
2. Encourage chartered organizations to keep resolutions at 200 words or fewer.

### BECAUSE:

- Convention runs smoother when resolutions are worded and laid out correctly; and
- The Resolutions Committee needs proper signatures to know the resolution comes from a chartered organization; and
- CUPE has to translate, print and process more than 300 resolutions.

SUBMITTED BY CUPE LOCAL 123

J.A. Smith, President

P.T. Jones, Recording Secretary

Canadian Union of Public Employees

## **What are some other ways to make resolutions clear?**

- Cover only one main issue per resolution.
- Use sentences that are clear, direct and short.
- Use words that your readers will easily understand – avoid jargon and acronyms.
- Be specific in what you want to see happen: what you want to change, how you want it to be done, who you want to do it, when you want it to happen.

For more information on clear language and the CUPE National Literacy Project, see [www.cupe.ca/www/literacy](http://www.cupe.ca/www/literacy).