

Dear *Kevin*

We welcome you to the Union as a Full/Associate Member.  
Thank you for sending your completed Application Form and subscription of £1.00.  
Your Regional Secretary is:- *Ken Davies*.  
He/She will be getting in touch with you before long to tell you of activities in your region and put you in contact with other Union members.

THE INTERNAL CIRCULAR

Function

The Internal Circular has been the principle medium of communication between members since the start of the Union. It has been a means of sharing information and views and was crucial to the formulation and development of policy prior to the first UPIAS Conference in October, 1974.

Following the adoption of the Policy Statement and Constitution, the Union is committed to producing at least 4 Internal Circulars each year. It's Editor serves as a member of the Executive Committee, and all members except Associate members are entitled both to receive the Circular and have their views printed in it (up to a limit in a particular issue of a number of words to be decided from time to time).

The present function is still one of facilitating communication between members and promote thorough discussion of issues relating to Union policy. It is the main medium for debate on any moves to amend the Constitution – and the means for developing guide-lines for future action through sharing members experiences of practical struggles. It contains reports from Executive Committee members on their particular field of responsibility and news of activities in the different areas. As the Special Interest Groups develop, it will carry summaries of their research. In general it is the forum for free discussion and criticism and for airing tentative ideas put forward by any members.

Confidentiality

From Circular 2 onwards it was decided to keep discussions between members private, as we argued out the basic issues between ourselves. Thus the Circulars came to be regarded as confidential, like committee minutes, and this practice is still important to maintain as we continue the free development of our policies and strategies. In Circular 13 there is an extended note on the meaning of the word "confidential" and the following is a paraphrase from it:-

"... confidential material ought not to be shown to, or discussed with outsiders – that is, with non-members. They should only have access to information that we have agreed is for general consumption (eg. the Policy Statement). This ban does not apply in the same way to non-members with whom members have a confidential relationship. This definition includes relatives, close friends or helpers who have to read material for us, or anyone we know well enough not to spread confidential information about us or the Union. . . ."

Availability of earlier Circulars

A folder containing a complete set of Internal Circulars issued by the Union is available on request to those members wishing to read them. As the folder is quite heavy and very bulky, those members requiring it to be sent by post are asked to pay the postage if they can afford to do so. As only a few of these folders are available it would be appreciated if members would return them when they have finished with them.

Participation

It has always been basic that members actively participate in some way towards fulfilling the aims of the Union. For some members this may mean that contributions to the Internal Circular from time to time is the only way they can be active – and only then with the help of others. Other members may feel that they can also assist with the production of the Circulars. Indeed, sharing in the process of production has been something various members have done from the very early days of the Union.

IF YOU CAN HELP WITH THE PRODUCTION OF THE CIRCULAR, OR WANT TO READ THE BACK ISSUES OF CIRCULARS, PLEASE FILL IN AND RETURN THE *TEAR-OFF* SLIP BELOW, AS APPROPRIATE.

I would like the folder of back issues and enclose . . . . . to cover postage.  
I would like to address envelopes for Circulars and other correspondence.

I would like to help with typing stencils (instructions are available).  
Name .....  
Address .....  
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