



# English for European trade unionists



**Level Four**

**Working Women**

**Study Guide**



The ETUI-REHS is financially supported by the European Commission

# Working Women

## Study Guide

### The road to equality

#### Discussion (p.5)

Some possible comments about the poster:

- The image is posed, and looks very unnatural. There is no eye contact – it's as if the image has been taken from two separate sources. It looks very artificial – possibly because it is computer-generated.
- It illustrates an abstraction or a metaphor (building a wall, or house together).
- The woman is not doing anything physical, but is handing the bricks to the man.
- She could be said to be supervising the operation.
- He has his sleeves rolled up – representing manual work.
- She is wearing an immaculate white sweater, and looks as though she doesn't want to get her hands dirty! She could appear in a washing powder advert!
- They are both white. She is young, slim and pretty. He is muscular and macho.
- These are stereotypes – the images are *excluding*, rather than inclusive, and probably wouldn't encourage many people from ethnic minorities to attend the conference.

## Working with words 1

### Airport Workers

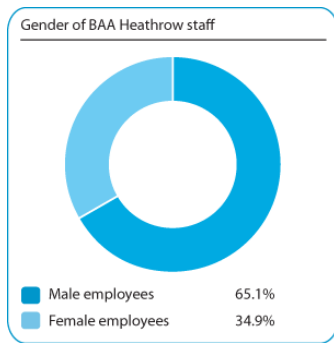
#### 1. Listing jobs (p.6)

In fact all jobs could go in the middle column 'both'; but in practice, there are few female luggage handlers, as this is a job that requires physical strength. There are female pilots, female security guards, etc. and both men and women working as ground staff, and in catering, and in the shops etc. Most of the maintenance engineers we see at airports are male.

More of the part-time jobs are held by women (84%).

Additional graphic from British Airports Authority (BAA) showing breakdown between male and female jobs – this shows that men outnumber women by 2:1.





Other factors (apart from ability, skills and training for a particular job) could include: unsocial hours; transport; childcare facilities.

### Working with reading 1

#### Gate Gourmet (p.9)

- 2 2c is the correct answer – but the other two suggestions are plausible too.
- 3
- 1 For Gate Gourmet, at Heathrow Airport . [We can deduce from the name that this is a catering company – which supplies in-flight meals for British Airways].
  - 2 Because it involves mostly middle-aged Asian women, who are not generally regarded as militant. Smartly dressed in their saris, they don't look like the normal group of striking workers.
  - 3 The dispute is partly about working conditions, but also 'their culture, communities and....lack of respect'. The company tried to reduce its costs - wages were cut and the company tried to bring in seasonal staff after declaring 675 redundancies. The company also tried to cut sick pay.
  - 4 Many of the workers were dismissed by megaphone or letter,
  - 5 Some of the implications are an increase in solidarity among Asian workers, who live round Heathrow and who make up many of its 70,000 workforce. The airport cannot function without them, as they do many of the ancillary jobs. But the workers also need these jobs. There are now much closer ties between these Asian workers and the union.
- 4
- 1 - lighting up the room with bright colours
  - 2 - someone hearing the cry but who is not used to the language, so cannot quite make out what they are saying
  - 3 - asked those present to be quiet so the meeting could start



- 4 - climbed up awkwardly, using hands to keep balance (probably because of her dress- a long skirted sari)
- 5 – defiant gesture, striking upwards with arms, fists clenched
- 6 – impressive sight
- 7 – was the cause of BA not being able to operate
- 8 – an industry that is short of money /investment

### Working with speaking 1

#### Comparing pay and conditions (p.13)

- 1 Bank tellers (bank clerks): 4 women, 2 men. Traditionally seen in many countries as 'women's work'. Relatively lowly-paid with opportunities for part-time work and job sharing arrangements  
  
Middle managers: 1 woman (in relatively new service industry), 5 men. Are these cases of a "glass ceiling" which operates "unseen" to prevent women ascending to more senior posts?
- 2 It doesn't appear very easy for anyone to have access to childcare. However, the Danish banker teller and middle manager seem to be the best off, followed by the two Germans. Is this a case of more favourable legislation in these two countries? What is your experience? The American employees are low on holiday entitlement and the manager appears to have to be careful not to make requests for time off if he wants to keep in with his boss.

### Working with words 2

#### UK gender pay gap worst in Europe (p.17)

1. gap
2. parity
3. Act
4. barriers
5. progression
6. part-time
7. caring
8. sideswept
9. unequal
10. flexible
11. qualifications
12. ghetto



## Working with video 1

### Pay Equity Now! (p.19)

#### 🔊 TRANSCRIPT:

##### **Emako Naldoza CIU Philippines**

More women are becoming poor, more women and children are becoming victims of poverty, more women are becoming dependent on men

##### **Marisa Howes UNISON**

The council, in order to keep the contract in house, were suggesting that they could reduce the women's rate of pay but not reduce the rate of pay for men

##### **Doufi Namalambo, Chair, Labour Research and Resource Institute**

They're doing well in terms of the race but when it comes to the gender issue ... there's still a lot to be desired.

#### **MAIN TITLE: Pay Equity Now!**

**Caption: MANILA, Philippines**

##### **Annie Geron (PSLink)**

The wage gap between men and women are really getting worse ... in the 1960s the women would earn 60 centavos for every one peso men earned and women now earn 37 centavos for every one peso that man earned.

#### **Captions:**

**Name: Clarita San Juan**

**Occupation: Nursing Attendant**

**Monthly income: 8,100 pesos (\$160)**

**Travel costs: 3,000 pesos**

**Average family expenses: 16,073 pesos**

##### **M-A Alberto-Icatlo, Civil Service Commission**

Based on the study that we have done ... it has been shown that in sectors where women dominate they are not receiving as much as their counterparts doing substantially the same work because of the different classification.

##### **Emako Naldoza CIU Philippines**

*[Underlined terms appear as captions]*

A nurse receives a pay of 9,939 pesos, that is salary grade 10, and a motorpool supervisor receives 11,344 pesos or salary grade 11. ... And also, the work of a nurse is more demanding, it's more risky and it's more intensive.



### **Annie Geron**

What we would really like to see is a job evaluation free of gender bias and that means participation of union into that process of really looking into the qualifications, the competences, the responsibilities of women.

**Caption: Public Sector Unions meet to discuss pay equity.**

### **Annie Geron**

If you talk of the past, we as a union in the public sector here has done little because we don't see pay equity as a priority, but now the attitude has changed because it's one of the strategic issues in order for us to obtain, you know, quality public services. When we talk of good governance it's having people with equal opportunities, employing people on the basis of merit. So it's really changing and it's becoming central in our trade union work, this issue of pay equity.

**Caption: WINDHOEK Namibia**

### **Vilbard Usiku, Equity Commissioner**

The apartheid government that ended in 1990 left a legacy of inequities and injustices especially in the labour market. So Parliament decided to enact a law aimed at eliminating all these forms of discrimination.

### **Herbert Jauch, Director, Labour Research and Resource Institute**

It took quite long until 1998 – eight years after independence – till the act came into being. It then identified three groups in society, the ones who need special attention and special support in terms of employment and promotion in the workplace. And these three groups were women, black Namibians and people with disability.

### **Vilbard Usiku**

Actually in Namibia the law compels the employers to pay everybody equally – there shouldn't be any form of discrimination on the basis of gender. However we know that in those occupations that are female dominated, the wages are low.

**Caption: Windhoek City Council**

### **Justine Mwachina Joseph, HR director Windhoek City Council**

We are 1,540 employees within the whole city council. Only 272 are women. So the rest are men. And out of those 272 only 72 are literate. What I think Council have to concentrate on more now is the development of women within the organisation. ... Because you will never be bring a woman up to the level where they are equal with men ... without having the necessary skills. And that's what they are lacking currently.

### **Vilbard Usiku**

When a relevant employer draws up an affirmative action plan, the relevant employer should actually also consult employees.



### **Herbert Jauch**

It is not left open to employers to consult or not: they have to. And that gives unions a chance if they have a clear strategy how to advance gender equality in those negotiations, that they can fairly substantially demand certain measures to be taken by companies.

### **Peter Nevonga, NAPWU**

In order for a report of the employer to be accepted by the Commission, it has to satisfy the union. It means that ...only if the union agree to that report that ... the employer can be given the certificate of compliance.

### **Doufi Namalambo**

I think there is another aspect which is lacking and that is the aspect of women not feeling self-confident. The self worth is not there. They need to take ownership, they need to understand this is our battle, we need to do something, we need to give direction.

### **Peter Nevonga**

We want to encourage women to participate in trade union activities and to take up key positions in the union's organisation.

### **Caption: NORTH YORKSHIRE United Kingdom**

#### **TV soundtrack**

As they emerged triumphant from the highest court in the land, Susan Crosby and Dorothy Ratcliffe celebrated the end of a long legal battle for equal pay. They brought their challenge on behalf of thirteen hundred other school dinner ladies working in North Yorkshire.

### **Ray Gray UNISON**

The Conservative government at the time introduced competitive tendering which meant that the people who provided the school meal service had to compete against the private companies to keep their jobs... The cuts that the council implemented were in the region of a 20% reduction in their basic pay. The holidays were reduced by five days a year and the sick pay scheme was literally eradicated.

### **Dorothy Ratcliffe**

It didn't really sink in as to what it was all about, actually. Well I knew I'd lost my terms and conditions for a job and that we were really annoyed about – that's what we thought we were fighting for.

### **Ray Gray**

In our view it was a very clear case of gender discrimination... Once we'd seen the terms and conditions that were on offer to the staff, we felt the only way we could challenge them was through the courts and use equal pay legislation to do that.

### **Susan Crosby**

When we went to Leeds, to the industrial tribunal ...and Dorothy and I got up and they asked us questions and things like that and then we got to see some paperwork that we hadn't been privy to before ... the one thing



that stood out from this piece of paper was him saying... he was going to dock the ladies' wages because they were only out for quote 'pin money'. They weren't breadearn-, you know, the breadwinners of the house. And I thought "How dare he say that!" You know, we were all out there to earn wages, we were all out there to earn money. Nobody was there for the fun of it. And that's when I thought "No. You're not doing this."

### **Ray Gray**

Initially we won the tribunal. The council appealed that and it went to an employment tribunal which the council won. It went to a court of appeal from there and the council won that. We took it to the House of Lords and won it at the House of Lords.

### **Dorothy & Susan**

D: It was wonderful. ...all that heartache and all that hard work had been worth it.

S: I think it was the reaction we got when we came out because we just weren't expecting that. We were expecting one cameraman and one lady to interview us and we came out and it was like - are they really waiting for us?

D: That's right, they were everywhere, there were so many of them.

S: It just made the day all that better.

D: That's right, yeah, it did yeah.

### **Marisa Howes UNISON**

This case I think was the first case which really highlighted the particular impact of privatisation on the rates of pay and terms and conditions for women workers... we've had a payoff as well because when women have been involved in these cases they do become very active within the union, they become very articulate.

### **Ray Gray**

It increased our membership quite substantially because we were seen to be doing things by everybody involved in it. But more importantly it was the right thing to do, for the union movement to do, to pick up that challenge and run with it and that's exactly what UNISON did.

### **Marisa Howes**

The case for equal pay is not just about equality between men and women but it is about establishing a base line, it's about tackling low pay as well because people use unequal pay to drive down rates of pay.

### **Nora Wintour**

We want increases in pay for women workers around the world, ... We also want governments to take up their obligations under the ILO conventions to promote pay equity.

### **Doufi Namalambo**

Women need to be participating in this process. We need them to be on board, them determining their own destiny, them taking ownership of what they feel they need.



1

	<b>Manila The Philippines</b>	<b>Windhoek Namibia</b>	<b>N.Yorkshire UK</b>
<b>The type of work</b>	Nurse; Nursing (attendants, assistants)	Windhoek City Council; office workers in local government	'Dinner ladies', providing school meals (lunches)-cooking, serving, clearing up
<b>The type of clothes worn to do this job</b>	White top and trousers-uniform for hygiene reasons and for easy identification. Practical.	Various, suitable to office work in hot climate. Traditional or western dress?	Protective and hygienic cotton uniform, stripey aprons, hats, in line with Health and Safety regulations
<b>The workplace and working conditions</b>	Clinics; hospitals; what we see are reasonable working conditions, clean, organised.	Fairly modern, normal offices.	School canteen and cafeteria; hot, and busy when serving children at lunchtime!
<b>The trade union action described in the video</b>	Involvement in job evaluation for pay grades, based on qualifications, competences, and responsibilities of female jobs	Improving women's skills within an affirmative action programmes so they can have better jobs.	UNISON took up dinner ladies' case and supported them through the courts when their pay and conditions were adversely affected after the service was privatised.



2

The Philippines	Namibia	United Kingdom
<i>rate of pay</i> - amount someone receives for a particular job, calculated on hourly, weekly, or monthly basis	<i>apartheid</i> – former South African government policy of separating people according to race. [Namibia became independent in 1990]	<i>competitive tendering</i> - offers put in by different companies to fulfil a service who compete with each other by trying to offer the service for the lowest price possible (which sometimes affects pay, and the quality of the service)
<i>wage gap</i> -The difference between women's and men's rates of pay	<i>legacy</i> – what is left when someone dies – usually property, money. Here, the situation in the country after apartheid	<i>sick-pay</i> -[agreed] amount that employee receives when unable to work through illness
<i>counterparts</i> – person (man) doing similar job	<i>enact (a law)</i> – to cause to become law, to pass a law	<i>privity to</i> – having knowledge of
<i>salary grade</i> - category on pay scale for that particular job	<i>affirmative action plan</i> – plan which aims to improve the situation of a particular group	<i>pin money</i> - money to buy trivial extras, earned for fun rather than necessity
<i>strategic (issue)</i> – something which helps achieve a particular plan	<i>certificate of compliance</i> - certificate which shows that certain conditions have been fulfilled	<i>tackling</i> (low pay)- dealing with the problem



## Working with video 2

### Myriam Lamare –French Woman Boxer (p.23)

#### 🗣️TRANSCRIPT:

Boxing is considered one of the last male bastions of sport, but not for long. This is Myriam Lamare, two-time world light welterweight champion.

#### **Myriam Lamare, light welterweight world boxing champion**

*It's true that I want to box. Some women may want to be astronauts, others are attracted to deep-sea diving, or want to practice pistol shooting, and why not? Why can't a woman express herself on [sic] the boxing ring?*

Back in her home town of Marseilles in France, Lamare trains every day. She started boxing at 18 after an American boxing trainer suggested she try out at his club. After two weeks she was hooked. An amateur world champion in boxing and savate\*, she went pro in 2000. Lamare already has two world championship belts and aims to get all four.

[\*savate = martial art involving the feet – a type of kickboxing]

#### **Louis Laval, Myriam Lamare's trainer**

*At first we looked at her and wondered what in the world is she trying to do trying to be a boxer. But bit by bit she gained everyone's respect and now she's got huge respect - she's the boss of this place.*

#### **Nicolas Ribet, amateur boxer**

*For me Myriam Lamare is a great emblem to our sport. She has revolutionized the world of boxing and has succeeded in showing women they can do it.*

Lamare may have won over the male boxers at her club, but the rest of the world still needs convincing. Professional female boxing took on momentum in the 1970s. Today there are over 700 women boxing worldwide but they earn five to seven times less than their male counterparts.

Lamare supplements her boxing income by working for Marseille town hall, organizing sporting events and promoting sport to young people.

#### **Myriam Lamare**

*It gives girls confidence, because they see me and say to themselves now women can take up boxing as much as a man can. And it's true that it's making the sport more democratic in the eyes of the public.*

A boxing career may not be for everyone, but the glove fits for Myriam Lamare and she's aiming high.



## Working with reading 2

### Flexi -time (p. 24)

- A.**
1. More men are asking to change working time to become more involved with their children
  2. It may appear that they are not "serious" about their work. They may fear that such a request would have repercussions on their promotion prospects
  3. It could strengthen the idea that women with children have to be content with low paid, part-time jobs and that they have to be financially dependent on men
  4. It should result in a more contented workforce which could lead to increased productivity and fewer staff leaving for other jobs
  5. There has been an increase in the number of men staying at home to look after the home and children ("house-husbands")
  6. The answer to this question should lead to some good discussion
- B.** The following are some suggested explanations among several possibilities:
1. Major changes in society
  2. The relationship between time at work and home life
  3. Usual work practices
  4. Working nine days out of fifteen
  5. The accepted attitudes at a particular time
  6. Giving "fair" attention
  7. Reliance on monetary support
  8. The person responsible for the family income
- C.**
- The main problems for employers are: concern about legal proceedings (litigation) if they don't agree to flexi-time requests; resentment being caused among other employees; difficulties in arranging work schedules (rotas) and the loss of key staff at important moments
  - Parents may be jealous of the ability of childless employees to take their holidays on a more flexible basis (outside of school holidays). They may not feel so refreshed after the weekend coping with their children
  - Childless workers may resent the fact that parents expect to have time-off at major holiday periods such as Christmas and summer months
- D.** This should encourage a good exchange of views which should incorporate some of the ideas and vocabulary found in the two articles



## Working with language 1

### Question forms (p.28)

*[These are sample questions only: other questions are possible].*

1. How many jobs do most women do?  
Do most women do two jobs?
2. What is difficult?  
Is it difficult to be financially independent?
3. What are unions trying to do?  
Are unions trying to overcome the problems for women in the workplace?
4. What different kinds of paid work do men and women do?  
Do men and women do different kinds of paid work?
5. What opportunities do women have to do overtime?  
Do women have fewer opportunities to do overtime?
6. What happens in many countries as far as low paid areas of work are concerned?  
Are women more involved in low paid areas of work in many countries?
7. How have women in the European Community benefited since 1976?  
Have women benefited since 1976?
8. What kind of access should women have?  
Should women have access to special training in non-traditional areas of employment?
9. What are all workers entitled to in France?  
Are all workers in France entitled to paid vocational training?
10. What is the average age for women to have their first baby in the EU?  
Is the average age for women to have their first baby in the EU 28.2 years?

## Working with speaking 3

### The job interview (p.32)

See [Worksmart website](#) with useful advice for interviews.



**Working with listening 1**

**Women in public services in Europe (p.35)**

Interview with **Brian Synnott**

Liaison and Campaign Officer  
EPSU (European Public Services Union)

1. <b>workforce</b>	The total number of people who work in a company, factory, country, or here, the EU
2. <b>correlate</b>	match up with, equal
3. <b>50%</b>	half, one in two
4. <b>General Secretary</b>	the highest elected (or sometimes appointed) official responsible for an organisation
5. <b>Gender Equality</b>	Committee with the responsibility of seeing that there is no gender discrimination in the structures and decisions of the organisation
6. <b>mainstream</b>	To ensure the integration of a gender perspective into all general policies and measures of an organisation (see also Communication Activity 1: Gender Mainstreaming)
7. <b>Working Time</b>	Agreed norms for the working day and week, breaks and holidays for workers in a particular sector, organisation, country, or at EU level.
8. <b>impact</b>	affect
9. <b>trend</b>	tendency, pattern
10. <b>acceptance.</b>	approval
11. <b>echelons</b>	layers, levels
12. <b>significant</b>	important



## Working with writing 1

### Making sense of statistics (p.37)

- 4
2. The female unemployment rate ranged from the lowest, at 3.8% in **Ireland** to the highest, at 19.1 % in **Poland**.
  3. The employment rate, i.e. the percentage of the working age population in employment, was lower for women than for men in all Member States: 56% for women and 71 % for men in the **EU25** in the second quarter of 2005. The female employment rate varied between 34% in **Malta** and 71 % in **Denmark** and **Sweden**.
  4. On average, around a third of working women were in part-time jobs, compared to 7% of men.
  5. The gender pay gap in the **EU25** in 2004 was 15%, meaning that women earned 15% less than men.

Here is the text which accompanies the statistics:

#### **Almost a third of managers in the EU25 are women**

Women were more likely to be unemployed than men in the **EU25**, with an unemployment rate of 9.6% for women compared to 7.6% for men in January 2006. The female unemployment rate ranged from 3.8% in **Ireland** to 19.1 % in **Poland**. Only in **Estonia, Ireland, Latvia, Sweden** and the **United Kingdom** were the same or a lower proportion of women unemployed than men.

The employment rate, i.e. the percentage of the working age population in employment, was lower for women than for men in all Member States: 56% for women and 71 % for men in the **EU25** in the second quarter of 2005. The female employment rate varied between 34% in **Malta** and 71 % in **Denmark** and **Sweden**.

On average, around a third of working women were in part-time jobs, compared to 7% of men. The proportion of women working part-time ranged from less than 5% in **Slovakia** to more than 75% in the **Netherlands**.

Almost a third (32%) of the managers in the **EU25** were women: the highest shares were found in **Latvia** (44%), **Lithuania** (43%) and **Estonia** (38%), and the lowest in **Cyprus** (14%), **Malta** (15%) and **Denmark** (23%).

The gender pay gap in the **EU25** in 2004 was 15%, meaning that women earned 15% less than men. The gap was around 5% in **Malta, Portugal** and **Belgium**, and about 25% in **Cyprus, Estonia** and **Slovakia**.

**Note:** Q2 = the second quarter (quartile) of the year (April – June)

Q3 = the third quarter of the year (July – September)



## Working with language 2

### Modal verbs: obligation (p.40)

Note that several alternatives are often possible:

- 1 You should always take a proper lunch hour and make sure you relax.
- 2 Because of the train strike, we have to/had to (or must) take the bus.
- 3 "You must be here by 8 am at the latest," said the manager.
- 4 You ought to take an umbrella. It looks like rain.
- 5 If you join the army next year, you will have to obey orders.
- 6 During the war, I had to work longer hours.
- 7 If you want to watch the match tomorrow, you ought to (or should)/you'll have to take some time off work.
- 8 It's Sunday today, so you don't have to get up so early
- 9 The film was great. You really should (or ought to) see it!
- 10 We have to (or must) /we'll have to agree the wording of this agreement by the end of the day.
- 11 If you don't want to be late for your interview, you ought to leave a bit earlier.
- 12 In the UK, unions must/ have to ballot their members before announcing a strike.



## Working with speaking 4

### Attitudes at work (p. 43)

- 1 For information on the meaning of these terms consult, for example, the TUC website [www.worksmart.org.uk/rights](http://www.worksmart.org.uk/rights)

It may be interesting at this stage to build up vocabulary with adjectives ending in –ist and nouns in –ism

Examples:

racist – racism

sexist – sexism

ageist – ageism

socialist – socialism

feminist - feminism

Words to describe phobias (extreme fear/hate):

Examples: xenophobia, homophobia

2

patronising	b) adopting a superior tone
assertive	j) defending your position firmly but politely
aggressive	f) forceful, without caring about others
affirmative	e) positive (encouraging/supportive)
co-operative	d) willing to help
communicative	i) willing (and able) to talk
narrow-minded	h) rigid/lacking breadth of view
far-sighted	a) forward looking/imaginative
stubborn	g) inflexible
prejudiced	c) preconceived ideas/biased

- 3 There may be more than one appropriate term for each answer:

1. Rigid/ narrow-minded/ stubborn
2. Patronising/ affirmative/ far-sighted
3. Assertive
4. Aggressive
5. Imaginative/ far-sighted
6. Prejudiced



7. Inflexible/ narrow minded
  8. Affirmative
- 4** There are many possible “attitude” words. Here are a few examples:
- arrogant - overbearing/presumptuous
  - blinkered - having a narrow/limited viewpoint
  - divisive - attempting to separate people into two or more groups
  - domineering - attempting to control everything/a control freak
  - discourteous - impolite/rude.
  - imaginative - creative/thinking very widely
  - jealous - resentful of the success of others
  - patient - calm/prepared to endure difficulties
- 6** Use of a search engine should produce numerous examples of assertiveness training courses and materials. Such training is not necessarily gender-specific but a number of organisations have specialised in promoting training for women especially to cope in working environments that have traditionally been male-dominated.
- 8** The role-play could be used to facilitate practice in speaking with a clear and firm delivery with adequate pausing and stress on key words. Ana should prepare what she wants to say. She may wish to make some of the following points:
- The importance to her to have night work/her husband’s shift rota
  - The lack of childcare facilities/cost of private childminding
  - Her understanding of her rights/previous undertakings by the nurse manager
  - Her previous excellent record at work
  - If necessary a request to speak to the senior manager



## Working with reading 3

### Equal rights down the mine shaft (p.46)

- 2** 'Correct' answer is (a). The two alternatives contain elements that might be relevant, but in (b), 'down the mine shaft' is not an idiomatic expression in English, and (c) is an unlikely scenario! But the point of this exercise is to get students thinking about the topic before they read the article, rather than spotting the 'correct' answer.
- 3**
- 3.1 The film is about an important sexual harassment case in the Minnesota mining industry in the 1980s.
  - 3.2 Hunosa, the Spanish mine in Asturias, also employs women miners.
  - 3.3 Women have been working there since 1985, and underground since 1992.
  - 3.4 It's tough, it's dark, and the temperature is always changing – as well as the fact that your workmates would be mainly men.
  - 3.5 Because she could earn better money working underground.
  - 3.6 As a miner's daughter, when a job fell vacant, it was offered to her.
  - 3.7 Irene has pushed wagons and moved coal with a shovel
  - 3.8 No. People work there because they can't find other work.
- 4**
- |                    |                      |
|--------------------|----------------------|
| 1. historic        | landmark (para.1)    |
| 2. earn (a living) | make (para.2)        |
| 3. employees       | workforce (para.3)   |
| 4. manual worker   | labourer ((para.4)   |
| 5. complete        | absolute (para.5)    |
| 6. hard            | tough (para.7)       |
| 7. mines           | pits (para.8)        |
| 8. priority        | preference (para.8)  |
| 9. currently       | actually (para.9)    |
| 10. always         | constantly (para.10) |
- 5** Some possible answers are as follows:
- 1 Asturias' traditional heavy industries *have become less profitable over a long period of time.*
  - 2 Her reasons for becoming a miner *were just because of the extra money she could earn.*
  - 3 'But as the daughter of a miner, *they offered the job to me rather than to my husband.*
  - 4 She says that *it's normal to be frightened working in such conditions.*



- 5 The (*wooden timbers in the*) mine are *always making a noise*, and you never know if it's going to *fall in on top of you*.

### 6 Job or Work?

- 1 I'm looking for a new **job**.
- 2 This **job / work** is interesting.
- 3 What's your **job / work**?\*
- 4 What **work /job** do you do?\*
- 5 Have you got much **work** at the moment?
- 6 There are plenty of **jobs** for men.

Note: Politest way of asking this question is 'What do you do?'

## Working with language 3

### The present perfect tenses (p.50)

- a *Have you ever visited* Rome?
- b *I've lived* here all my life.
- c *He already spoke* to the manager last night.
- d She can't go skiing because *she has broken* her leg.
- e *I saw* the regional officer yesterday.
- f According to the latest reports, the number of rural women from developing countries who are living in poverty *has doubled*.
- g *Did you have* good weather last weekend?
- h Some people think Shakespeare *did not write* the play 'Julius Caesar'.
- i *Have you read* the minutes of the last meeting yet?
- j *Have you already eaten*?



## Working with words 3

### Legal terminology (p.56)

- 1 The headlines could refer to the following situations:
  - 1 The instigation of legal proceedings to try out the validity/use of (in this case) the law about retaining personal information on file
  - 2 An earnest request for fair treatment made by workers who have been dismissed
  - 3 Financial compensation granted to someone who proves that they have suffered from abuse (e.g. racist or sexual abuse)
  - 4 Equal opportunities for older workers have become relatively new rights issues
  - 5 A court of law or employment tribunal has declared that the employer is responsible ("guilty" as opposed to "not guilty" or "innocent") of discrimination. An employee may be reinstated and/or the company fined (charged a sum of money)
  - 6 A pressing requirement to examine the degree of equal treatment being provided, for example, by an organisation
  - 7 A court of law has declared that a company has not paid proper attention to health and safety requirements
  - 8 A teacher suggests that he/she was sacked unreasonably/illegally
  - 9 A trade union has successfully brought a case to a court of law in support of an employee who has suffered a health problem at work and the employee has received some financial compensation
  - 10 Claims may be made and/or proceedings may be instigated (taken) against a company (as opposed to an individual). In this case the company declares that it was not responsible in law. Action may then need to be taken against, for example, an individual employee/manager
- 2 Alternatives or explanations are given for some of the terms:
  - 1 grievance (a feeling that you have been badly/unfairly treated)
  - 2 procedures (the established way of acting)
  - 3 case (an action or suit at law)
  - 4 fault (mistake/error)
  - 5 compensation (payment in reparation)
  - 6 infringed (violated/broken. An infringement is the breaking of a rule/law)
  - 7 discriminated



- 8 updated
- 9 force ((into operation)
- 10 loopholes (omission/ambiguity in the law)
- 11 allegations (an as yet unproved statement/suggestion of wrongdoing)
- 12 competent (having the legal capacity to deal with such matters)
- 13 accusations (charges against a person; see also allegations and indictment)
- 14 justified
- 15 accused (in law also known as the plaintiff)
- 16 indictment (a formal/legal accusation of wrongdoing)
- 17 witnesses
- 18 defence
- 19 ruling (a decision)
- 20 appeal (request a review)

**Working with reading 4**

**What are your statutory rights? (p.60)**

- 1 The EU Maternity Directive ensures that pregnant workers:
  - 1. - take a minimum period of 14 weeks continuous maternity leave, including a compulsory two week period before or after the birth;
  - 2. - can have the necessary time off for medical examinations
  - 3. - are protected from dismissal

2

1. are entitled to	have the right to
2. confinement	giving birth to a child
3. dismissal	sacking
4. permitted	allowed
5. consent	agreement



## Working with writing 2

### Statutory maternity leave (p.62)

- 1 The most generous benefits are provided by Norway, which allows mothers more than 24 weeks leave (within the Parental Leave scheme), with 100% pay.
- 2 The most common duration of maternity leave is 16-18 weeks, which is allowed in eight countries.
- 3 The percentage of compensation provided by the majority of countries is 100% (11 countries)
- 4 The least common period of maternity leave is 21 weeks, in Italy only.
- 5 Factors which are taken into account to determine eligibility for maternity benefits are whether the woman has worked at all, duration of work, and the amount of contributions paid.

## Communication activity 2

### Know your rights (p.64)

#### Case Studies

As the precise law on maternity benefits varies from country to country (but operates within the framework of the European Directive implemented in 1994), specific advice is not given here for every country.

Tutors are advised to direct participants to appropriate websites (government agency, national trade union confederation) to find up-to-date information, or can provide this for the class in printed form before undertaking this activity. The results of some initial research should ensure that participants are well informed about maternity rights in their country.

Advice should cover:

- The length of maternity leave;
- The amount and duration of payments to which the woman is entitled;
- Reasonable time-off for relevant medical appointments;
- Health and safety implications of current job;
- Protection against dismissal;
- The right to return to work;
- Future childcare arrangements (including breastfeeding)

