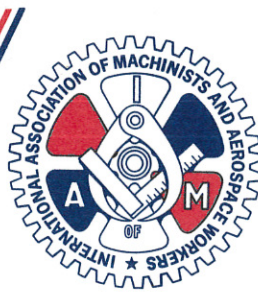


**International
Association of
Machinists and
Aerospace Workers**



9000 Machinists Place
Upper Marlboro, Maryland 20772-2687

Area Code 301
967-4500



OFFICE OF THE INTERNATIONAL PRESIDENT

GL 2 – Retirees, Community and
Membership Services Department

October 12, 2011

Subj: Community Services Class

To All TCU/IAM Executive Council, Chiefs of Staff, Grand Lodge Representatives, Special Representatives, Organizers, Directing Business Representatives, Business Representatives, Railroad General Chairpersons, Airline General Chairpersons, District and Local Lodge Presidents, Local Lodge Recording Secretaries, Communicators, Educators, WWW Directors, Carmen Division Officers, National Representatives, and Assistant National Representatives

The Retirees, Community and Membership Services Department has scheduled a Community Services Class commencing on Sunday, February 12, 2012 at the William W. Winpisinger Education and Technology Center in Hollywood, Maryland. The training concludes Friday morning on February 17, 2012.

Any member selected by your lodge to attend this session should be prepared to travel and arrive on Saturday, February 11, 2012, if travel is by commercial airlines. Participants providing their own transportation to the William W. Winpisinger Education and Technology Center must check in by 4:00 PM on Sunday, February 12, 2012.

Detailed information and instructions are enclosed regarding how your lodge may make reservations. Please read and follow the instructions carefully, keeping in mind that they are to be used in conjunction with the October 21, 2005 policy letter covering William W. Winpisinger Education and Technology Center tuition, transportation subsidy and curriculum.

We are willing to accept lodges that submit more than one name; however, it must be understood that the additional names will be included after all lodges are accommodated.

OVER

Due to the in-depth nature of this program, we are asking that you submit the enclosed "Participant Registration Form" as soon as possible. This should be forwarded to Charlie Micallef, Director of the Retirees, Community and Membership Services Department **no later than November 28, 2011**. We look forward to your lodge's participation in this very important training.

In solidarity,


R. Thomas Buffenbarger
International President

RTB/CNM/lw

cc Executive Council

Dir Micallef

Enclosures: Registration Form and Tuition/Transportation Subsidy & Curriculum Policy Letter