

GL-2 Government Employees Department

February 25, 2011

Subj: **Federal Employees'**  
**Collective Bargaining Program**  
**June 26 – July 1, 2011**  
**WWW Education & Technology Center**

## **TO PRESIDENTS OF FEDERAL LOCAL LODGES**

Dear Brothers and Sisters:

The International Association of Machinists and Aerospace Workers will conduct a Federal Employees' Collective Bargaining Program to be held June 26 – July 1, 2011 at the William W. Winpisinger Education and Technology Center (WWW) in Hollywood, Maryland.

The program will focus on areas such as negotiating ground rules; contract bargaining, mid-term bargaining, collective bargaining and the law (FLRA), negotiability appeals, impasse procedures with FSIP, and preparing the local lodge for negotiations. A one-day simulation where participants will take part in the collective bargaining process will also be included.

This training will be useful to stewards and officers who negotiate in the Federal Sector. Participants must bring copies of their current Collective Bargaining Agreement.

My office will choose participants for this program from those Locals who complete and return the enclosed enrollment form. It is extremely important that the enrollment form for the Lodge participant be completed and returned no later than April 15, 2011 to:

**Federal Employees' Collective Bargaining Program**  
**c/o IAMAW Government Employees Department**  
**9000 Machinists Place, Room 305**  
**Upper Marlboro, MD 20772**

***OR, BY FAX: (301)967-4572***

The deadline date of April 15 is also necessary as ***space is limited to 24 participants.*** Necessary forms and information will be provided to each prospective participant at the time he or she is notified of acceptance. The completed forms must be received at the WWW Education and Technology Center at least ten (10) weeks prior to the program in order for travel arrangements to be made through our travel agent.

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Due to new Transportation Security Administration security procedures, prospective participants must provide their full name (no nicknames or initials only) and date of birth on the enrollment forms to allow the WWW Education and Technology Center to purchase airline tickets. Forms missing this information cannot be processed and will delay registration.

The program is scheduled to last five days. Room assignments (double occupancy, if necessary) will be made by the WWW Education and Technology Center. Meals (Sunday brunch through Friday breakfast) will be provided to the participants during their stay at the Center. Additional costs to be considered by the lodge are lost wages, normal out-of-pocket expenses, and meals not provided at the Center.

Please note, the pickup location and procedures at BWI Airport have changed. An overview of the new procedures is attached.

Should the participants wish to have family members accompany them, the family members will be restricted to spouse, and children who are currently living at home. The cost is \$25 per day for spouse; \$35 per day for family.

If you should have any questions concerning this program, please contact Frank Carelli, Director of the Government Employees Department, at 301-967-4753.

With best wishes, I remain

Fraternally yours,

Richard P. Michalski  
General Vice President

RPM/FC/mj  
Enclosures as stated above  
cc: IP Buffenbarger  
Executive Council  
DIR Carelli, Gov't. Empl.  
DIR Wagoner, W3 Center  
Nat'l Pres. Dougan, NFFE

In order to enroll participants in Departmental Programs, please provide the following information.

**Participant Registration Form**  
**William W. Winpisinger Education and Technology Center**  
**at Placid Harbor**  
**2011 Departmental Programs**

**Mandatory - The following information must be filled in**

*Full Legal Name (as printed on your ID)*

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Last Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Title: \_\_\_\_\_ Local Lodge: \_\_\_\_\_ District Lodge: \_\_\_\_\_

Gender: \_\_\_\_\_ Territory: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/  
State: \_\_\_\_\_ Postal Code/  
Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ - \_\_\_\_\_ Work Phone: \_\_\_\_\_ - \_\_\_\_\_

Cell Number: \_\_\_\_\_ - \_\_\_\_\_ Fax Number: \_\_\_\_\_ - \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Last 4 digits of SSN/SIN: \_\_\_\_\_ IAM Book No.: \_\_\_\_\_

Employer: \_\_\_\_\_

Program to be enrolled in: **Federal Employees' Collective Bargaining Program**

Program Dates: **June 26 – July 1, 2011**

Please mail completed form to:

IAMAW Government Employees Department  
9000 Machinists Place, Room 305B  
Upper Marlboro, MD 20772

**OR by FAX (301)967-4572**