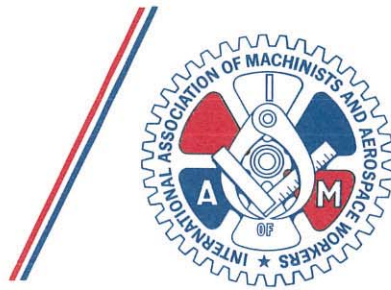


**International
Association of
Machinists and
Aerospace Workers**



9000 Machinists Place
Upper Marlboro, Maryland 20772-2687

Area Code 301
967-4500



OFFICE OF THE GENERAL VICE PRESIDENT

GL-2 Government Employees Department

December 2, 2011

Subj: **Federal Employees'**
Collective Bargaining Program
March 25-30, 2012
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 March 25-30, 2012 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 January 13, 2012 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 January 13 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 travel forms must be received at the WWW Education and Technology Center at least four (4) weeks prior to the program in order for travel arrangements to be made through our travel agent.

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December 2, 2011

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.

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

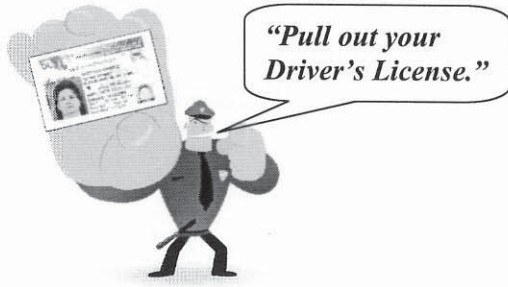
RPM/FC/mj

Enclosures as stated above

cc: IP Buffenbarger
Executive Council
DIR Carelli, Gov't. Empl.
DIR Wagoner, W3 Center
Nat'l Pres. Dougan, NFFE

Participant Registration Form
William W. Winpisinger Education and Technology Center
at Placid Harbor
Year 2012 Departmental Programs

Mandatory - The following information must be filled in



Full Legal Name (as printed on your ID)

Verify your name is as it appears on your Driver's License or Passport that you are presenting as identification at the airport.

First Name: _____ Middle: _____

Last Name: _____

Nick 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.: _____

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

Program Dates: **March 25-30, 2012**

Please mail completed form to:

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

OR by FAX (301)967-4572