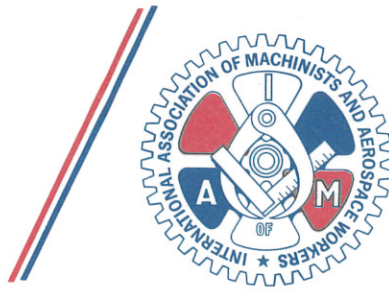


**International  
Association of  
Machinists and  
Aerospace Workers**



9000 Machinists Place  
Upper Marlboro, Maryland 20772-2687

Area Code 301  
967-4500



OFFICE OF THE GENERAL VICE PRESIDENT

GL-2 Government Employees Department

January 7, 2018

Subj: **Federal Employees Collective Bargaining Program**  
**April 29-May 4, 2018**  
**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 April 29-May 4, 2018 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 **February 26, 2018** to:

**Federal Employees Collective Bargaining Program  
c/o IAMAW Government Employees Department  
9000 Machinists Place, Room 301B  
Upper Marlboro, MD 20772**

**OR, BY FAX: (301)967-4763**

The deadline date is necessary as **space is limited to 24 participants**. Travel forms and information will be provided to each prospective participant after he or she is notified of acceptance. The completed travel forms must be received at the WWW Education and Technology Center no later than **March 30, 2018** in order for travel arrangements to be made through our travel agent.

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January 7, 2018

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 a guest, and children who are currently living at home. The cost is \$45 per day for a guest; \$60 per day a guest and children.

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

Fraternally yours,

A handwritten signature in cursive script that reads "Rickey Wallace".

Rickey Wallace  
General Vice President

RW/tk

Enclosures

cc: IP Martinez, Jr.  
Executive Council  
DIR Price, Gov't. Empl.  
DIR Wagoner, W3 Center  
Nat'l Pres. Erwin, NFFE

2018 Departmental Program  
Participant Registration Form  
William W. Winpisinger Education and Technology Center

**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: \_\_\_\_\_

Do you hold a union office? Yes/No

Union office 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: **April 29 – May 4, 2018**

Please mail completed form to:

IAMAW Government Employees Department  
9000 Machinists Place, Room 301B  
Upper Marlboro, MD 20772

**OR by FAX (301)967-4763**

## Submitter Authorization Form

**Members cannot submit class enrollments for themselves:** Submitter information must be filled out by the Local Lodge President, Business Representative or General Chairperson.

Submitter Name: \_\_\_\_\_

Submitter Title: \_\_\_\_\_

Local Lodge No: \_\_\_\_\_ Or District Lodge No: \_\_\_\_\_

Local or District Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Day Phone/Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

Lodge President or Officer (*Signature*): \_\_\_\_\_

Name of Person Attending Training: \_\_\_\_\_

**ENROLLMENTS CANNOT BE PROCESSED**  
**WITHOUT LOCAL LODGE APPROVAL**