GL 2 – Government Employees Department

October 21, 2019

Subj: **Federal Employee Program**
February 9-14, 2020
WWW Education & Technology Center

TO THE DISTRICT PRESIDENTS AND SECRETARY-TREASURERS AND ALL LOCAL LODGE PRESIDENTS AND RECORDING SECRETARIES WITH FEDERAL GOVERNMENT EMPLOYEES

Dear Brothers and Sisters:

The IAM will conduct the Federal Employee Program at the William W. Winpisinger Education and Technology Center, (WWW) in Hollywood, Maryland, during the week of February 9-14, 2020.

The program will involve training in areas specific to the Federal Sector such as collective bargaining, the Hatch Act & legislative action, Prohibited Personnel Practices, ULP and grievance handling, arbitration and an overview of the FLRA. This program will be helpful to stewards, officers and business representatives that service members in the Federal Sector. It is recommended that participants bring copies of their Collective Bargaining Agreement.

Because space in the class is limited to 30 participants, only those that have not previously attended this program will be enrolled. Participants will be chosen on a first come basis therefore, it is extremely important that the enclosed enrollment form for each authorized lodge participant be completed and returned no later than December 9, 2019 if they want to be considered for this class.

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

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

Necessary 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 January 10, 2020 in order for travel arrangements to be made through our travel agent.
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 for a guest and children.

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

Fraternally yours,

Brian Bryant
General Vice President

BB/tk

Enclosures

cc: IP Martinez, Jr.
    Executive Council
    DIR Price, Jr., Gov't. Empl. Dept.
    DIR Wagoner, W3 Center
    NP Erwin, IAM/NFFE
2020 Departmental Program
Participant Registration Form
William W. Winpisinger Education and Technology Center

Mandatory - The following information must be filled in

"Pull out your Driver's License."

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: ____________________________ Date of Birth: ____________________________
Nickname: ____________________________
Do you hold a union office? Yes/No
Union office title: ________________ Local Lodge: _______ District Lodge: _______
Gender: ____________________________ Territory: ____________________________
Mailing Address: ____________________________ Province/Postal Code: ____________________________
City: ____________________________ State: ____________________________ 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 Employee Program

Program Dates: February 9-14, 2020
(Enrollment deadline December 9, 2019)

Please mail completed form to:
IAMAW Government Employees Department
9000 Machinists Place, Room 301B
Upper Marlboro, MD 20772

OR by FAX (301)967-4763

Rev. 9/24/18