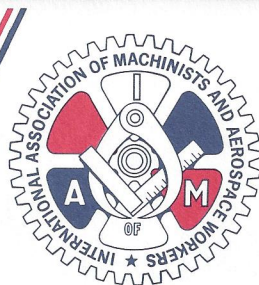


**International  
Association of  
Machinists and  
Aerospace Workers**



9000 Machinists Place  
Upper Marlboro, Maryland 20772-2687

Area Code 301  
967-4500



OFFICE OF THE INTERNATIONAL PRESIDENT

November 15, 2018

RE: 2019 Call to Retirees Assistance  
Program (RAP), Schedule and  
Participant Enrollment Information

To: IAMAW and TCU Executive Council Members, Chiefs of Staff, Grand Lodge Representatives, Special Representatives, NFFE, Organizers, Directing Business Representatives, Business Representatives, Railroad General Chairpersons, Airline General Chairpersons, District Presidents, Local Lodge Presidents, Communicators, Educators, W<sup>3</sup> Directors, Carmen Division Officers, National Representatives, Assistant National Representatives, EAP Educators, and EAP Coordinators in the United States of America and Canada

Dear Sisters and Brothers:

This is the call for the 2019 Retirees Assistance Program (RAP) held at the William W. Winpisinger Education and Technology Center (W<sup>3</sup>) in Hollywood, Maryland. This program is open to IAM, TCU and NFFE retired and nearly retired members. The curriculum includes resources for retired members and education on topics impacting their lives such as:

Elder Abuse  
Mental Health  
Household Safety  
Investment Education  
Volunteer Self-Care  
Senior Addiction  
Living Challenges  
Healthcare

Locating and Utilizing Community Resources  
Dementia 101  
Financial and Senior Housing-Planning  
Financial Issues Asset Protection  
Dealing with Stress Nutrition  
Preparing for a Doctor's Visit  
Sensitivity Training Awareness  
Advance Directives

**The date for next year's program is August 18 - 23, 2019**

Enclosed you will find a registration form for the week-long course. Additionally enclosed is the IAM policy letter covering W<sup>3</sup> tuition, transportation subsidy, and curriculum. Retired members must be approved by an authorizing lodge officer.

Registrations are processed by the order of their arrival. These are popular program classes and fill to capacity quickly. I urge you to take prompt action and return the Participant Registration form before the due date June 21, 2019.

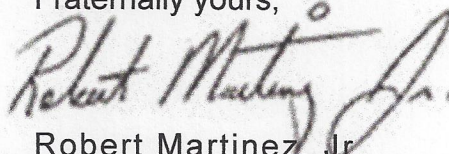
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November 15, 2018

The IAM encourages all retirees to remain active in their union and to assist when they are able with our organizing efforts.

Thank you for your support of this valuable program for our members. The IAMAW Retirees Department is here to motivate, educate and advocate for our retired members.

With every best wish, I remain in solidarity,

Fraternally yours,

A handwritten signature in dark ink, appearing to read "Robert Martinez, Jr.", with a stylized flourish at the end.

Robert Martinez, Jr.  
International President

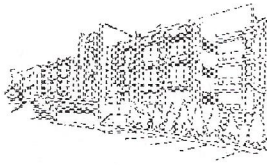
RM/em/mt

Enclosures: Policy Letter  
Participant Registration Form

cc: Dir. Manhart



**INTERNATIONAL ASSOCIATION OF  
MACHINISTS AND AEROSPACE WORKERS**



9000 Machinists Place, Upper Marlboro, MD 20772

**POLICY NO. XI.1**

**William W. Winpisinger Education  
and Technology Center Tuition,  
Transportation Subsidy and  
Curriculum**

**ISSUED: September 14, 2015**

The IAM will pay full transportation costs under certain conditions for all participants selected to attend any IAM sponsored function at Winpisinger Center. These conditions are as follows:

1. The name(s) of participants attending any function must be in the Winpisinger Center Administrative Office a minimum of eight (8) weeks prior to the starting date of the function.
2. All transportation (air or rail) will be handled for the participant by Grand Lodge's designated agent, Metropolitan Travel Services, based on information provided by the member. 21-day Super Saver air or rail tickets will be purchased for each participant selected to attend a program upon the completion of a Travel Request Form.
3. If there is a cancellation of attendance once a non-refundable ticket has been purchased for any reason other than a doctor's excuse due to illness or death of the participant or a member of their family; the cost of the ticket will be billed to the local or district lodge sending the participant once the ticket expires. If the ticket is used at another time to attend a William W. Winpisinger function the local or district sending the participant will be charged any change fees or costs associated with the use of the ticket. This also applies to Business Representatives or General Chairpersons.
4. If a ticket is purchased after the 21-day Super Saver Fare deadline, any difference in the super saver round trip ticket and actual cost of the ticket will be the responsibility of the participant or lodge sending the participant.
5. Participants from air transportation lodges are requested to travel by employer furnished passes. Should the employer refuse to supply positive space passes; participants should contact their district for assistance.
6. No reimbursement will be made for tickets purchased by the member or their local or district lodge.

7. Should a participant be required to spend a night while traveling to or from the Winpisinger Center, the cost of such accommodations will not be reimbursed by Grand Lodge.
8. Taxis, rental cars, limousines, buses, subways, parking, etc. will not be reimbursed by Grand Lodge.
9. Grand Lodge will bear no travel costs for any dependents.
10. Should a participant elect to drive their own vehicle, they will be reimbursed at the IRS Standard Rate per mile up to a maximum of 1,600 miles round trip or the equivalent of a round trip super saver air fare, whichever is less. Distance will be determined by the member's home address to Hollywood, Maryland.
11. If space permits, carpooling is strongly encouraged when multiple participants from the same local or district lodge are driving. When carpooling, the reimbursement amount will be determined in a manner consistent with Item # 10 above.

Every IAM member attending any function at Winpisinger Center, when the IAM is the primary sponsor, will attend at no charge for his or her room, meals and refreshments.

Depending on space availability, a participant enrolled in a program may bring his or her family for a minimal charge. The family is restricted to the participant's, spouse or partner, and their children who are living at home. Children under the age of 17 must have adult supervision at all times.

Consistent with the requirements of the curriculum, programs will not exceed five days whenever possible, beginning on Sunday and ending the following Friday.

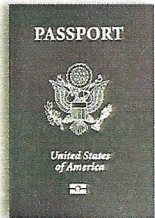
Recruitment for the Leadership Programs will be according to the Official Announcement Packet for the Machinists Leadership and Train-the-Trainer Programs.

Applicants for the Leadership Programs will be enrolled on a first come, first served basis, and will be based upon the allotments allowed for the number of participants in the specific lodge and / or the General Vice President's territory.

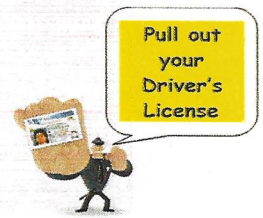
If a lodge applies to send a member for Leadership I, II, Advanced or Train-the-Trainer and all the programs have been filled, that member will be placed on a waiting list by date received for that year. All potential participants remaining on the waiting list at the end of the year will be given first choice of dates for the following year, but must resubmit an enrollment form in a timely manner.

Assignment to staff programs will be on the basis of need and will be assigned by their General Vice President.





**Retirees Assistance Program (RAP)**  
**August 18 - 23, 2019**  
**2019 Departmental Program**  
**Participant Registration Form**  
**William W. Winpisinger Education & Technology Center**



**1) 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 Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
Nickname: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_  
Title: \_\_\_\_\_ Local Lodge: \_\_\_\_\_ District Lodge: \_\_\_\_\_ Territory: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ - \_\_\_\_\_ Cell Number: \_\_\_\_\_ - \_\_\_\_\_ Fax Number: \_\_\_\_\_ - \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_  
Last 4 digits of SSN/SIN: \_\_\_\_\_ IAM Book No.: \_\_\_\_\_

**2) Enrollment in this class must be approved by either a Lodge President, Business Representative, or General Chairperson.**

_____ <b>Print Name of Approving/ Authorized Officer</b>	_____ <b>Title</b>
_____ <b>Daytime Phone Number</b>	_____ <b>Email Address</b>
_____ <b>Local Lodge Number</b>	_____ <b>General Vice President</b>

***Your spouse is welcome to attend; however, please understand we cannot pay for your spouse or partner's travel expenses.***

***Will your spouse/partner be attending with you? Yes: \_\_\_\_\_ No: \_\_\_\_\_***

**Option 1:** My spouse / partner (*print name*) \_\_\_\_\_ **WILL NOT** be participating in the program. I agree to pay **\$ 225.00** for my spouse / partner for room and meals no later than Wednesday to the W3 Education Center. Initial \_\_\_\_\_

**Option 2:** My spouse/partner (*print name*) \_\_\_\_\_ **WILL** participate in the program, take part in the class photo and receive a certificate of completion and there is no charge for room and meals. Initial \_\_\_\_\_

**How Will Participant Travel?**

\_\_\_\_\_ Via public transportation arranged and paid for by the Grand Lodge  
\_\_\_\_\_ Provide own transportation  
\_\_\_\_\_ Flying on pass, but will need bus transportation

\_\_\_\_\_  
*Signature of Approving Authorized Lodge or District Officer*

**3) RETURN THIS FORM**  
**BY June 21, 2019 TO:**

Retiree and EAP Department  
9000 Machinists Place, Upper Marlboro, MD 20772  
Tel: 301- 967- 4717 Fax: 301- 967- 3427  
Email Melanie Taylor: [mtaylor@iamaw.org](mailto:mtaylor@iamaw.org)