

Le 27 novembre 2017

Objet : Programme de formation et de stratégie
pour les retraités
Du 4 au 9 mars 2018

Destinataires : Présidents et secrétaires-trésoriers des districts, présidents et secrétaires
archivistes des sections locales, dirigeants de la division Carmen du SCT – Canada et États-Unis

Chères Consœurs, Chers Confrères,

Le Service des retraités convoque un programme de formation et de stratégie pour les
retraités au Centre d'éducation et de technologie William W. Winpisinger dans le sud du
Maryland. Ce programme se déroulera à compter de 18 heures le dimanche 4 mars 2018 et
prendra fin vers 10 heures le vendredi 9 mars 2018.

Il s'agit d'une invitation spéciale d'assister à cette formation. Si vous prévoyez voyager
par avion de ligne, planifiez votre vol afin d'arriver le samedi 3 mars 2018. Tous les participants
doivent être sur place au Centre Winpisinger au plus tard pour 16 heures le dimanche 4 mars
2018. Ne réservez pas votre vol vous-même; vous recevrez plus d'information à ce sujet du
Centre Winpisinger.

Vous trouverez le formulaire d'inscription ci-inclus. En raison de la nature approfondie
de la formation, nous vous prions de vous inscrire dès que possible. Retournez votre formulaire
dûment rempli – **au plus tard le 6 janvier 2018** – à l'adresse suivante et à l'attention du
directeur Edward Manhart : IAMAW Retirees & Employee Assistance Program, 9000 Machinists
Place, Room 305, Upper Marlboro, MD 20772.

Solidairement vôtre,

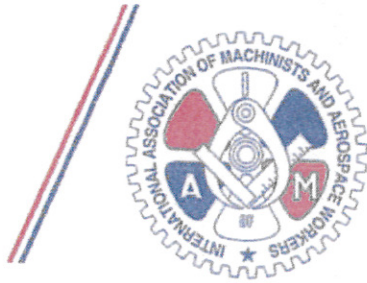
Robert Martinez, Jr.
Président international

RM/EM/amh

P.j. : Formulaire d'inscription, lettre de politique sur les frais de formation, la subvention au
transport et le programme

c.c. : Conseil exécutif
Chefs du personnel
Dir. Manhart
Dir. Wagoner

**International
Association of
Machinists and
Aerospace Workers**



9000 Machinists Place
Upper Marlboro, Maryland 20772-2687

Area Code 301
967-4500



September 14, 2015

Subj: William W. Winpisinger Education
and Technology Center Tuition and
Transportation Subsidy Policy Update

Memorandum to Grand Lodge Representatives, Special Representatives, Directing
Business Representatives, Business Representatives, President's and General
Chairmen, Recording Secretaries of all Local Lodges, Secretary-Treasurers of all
District Lodges, Grand Lodge Auditors and Organizers

From International President R. Thomas Buffenbarger and
General Secretary-Treasurer Dora Cervantes

The Policy governing William W. Winpisinger Education and Technology Center
Tuition and Transportation Subsidy was recently reviewed and updated to meet present
and future expectations. This review is done periodically in order to keep cost down and
improve and upgrade the curriculum, which thereby maintains the Winpisinger Center as
a successful institution.

Enclosed is the updated policy issued September 14, 2015.

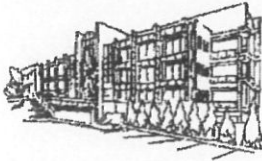
R.T.B.

D.C.

Attachment

cc: Executive Council, COSs
Wagoner, Director W3

**INTERNATIONAL ASSOCIATION OF
MACHINISTS AND AEROSPACE WORKERS**



9000 Machinists Place, Upper Marlboro, MD 20772

POLICY NO. XL1

**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.

Programme 2018
Formulaire d'inscription du participant
Centre d'éducation et de technologie William W. Winpisinger

Programme de formation et de stratégie pour les retraités
Du 4 au 9 mars 2018

Les participants prenant un avion de ligne doivent planifier leur vol afin d'arriver le samedi 3 mars 2018. Tous les participants doivent être sur place au Centre Winpisinger au plus tard pour 16 heures le dimanche 4 mars 2018.

Obligatoire : Vous devez fournir tous les renseignements demandés.



« Sortez votre permis de conduire »

Nom légal complet (tel qu'indiqué sur votre pièce d'identité)

Vous devez fournir votre nom légal complet comme il est indiqué sur votre permis de conduire ou passeport que vous présentez à l'aéroport aux fins d'identification.

Nom : _____
Prénom : _____
Second prénom : _____
Titre : _____ Section locale : _____ District : _____
Sexe : _____ Territoire : _____
Adresse postale : _____
Ville : _____ Province : _____ Code postal : _____
Tél. (domicile) : _____ Tél. (travail) : _____
Cellulaire : _____ Télécopieur : _____
Adresse de courriel : _____
4 derniers chiffres du NAS : _____ N° livret AIM : _____

Votre conjoint(e) peut vous accompagner, mais nous ne couvrirons pas ses frais de participation ou de déplacement.

Votre conjoint(e) vous accompagnera? Oui : _____ Non : _____

Option 1 : Mon(Ma) conjoint(e) (nom en lettres moulées) _____ **NE** participera **PAS** au programme. Je m'engage à payer **175 \$** au Centre W3 pour couvrir ses frais de repas et d'hébergement au plus tard le mercredi. Initiales : _____

Option 2 : Mon(Ma) conjoint(e) (nom en lettres moulées) _____ **PARTICIPERA** au programme, à la photo de groupe et à la remise des certificats. Repas et hébergement fournis sans frais. Initiales : _____

FORMULAIRE À RETOURNER À :

Director of the Retirees & Employee Assistance Program Department
9000 Machinists Place
Upper Marlboro, MD 20772

Téléphone : 301 967-4717 Télécopieur : 301 967-3427

Par courriel à Angela Hemler : ahemler@iamaw.org

AU PLUS TARD LE 6 JANVIER 2018