



GETTING AROUND MINNEAPOLIS

BEING CITY LETTER CARRIERS, most of the delegates to the 2012 national convention will enjoy walking to hotels, restaurants, shops and the Minneapolis Convention Center this July. But there are other ways to get around town.

Except for hotels located within easy walking distance, shuttle buses will serve most of the 19 official NALC hotels to take delegates to and from the convention center. A vehicle with a wheelchair lift will be available on an on-call basis to serve any hotel. There is ample parking, including handicapped parking, at the convention center.

A discount on shuttle service between Minneapolis-St. Paul International Airport and downtown hotels is available for delegates. For more information on reservations, discounts and other transportation options, go to nalc.org/news/conv.

A light rail transit line, the Hiawatha Line, runs from both airport terminals to downtown. The Hiawatha Line also connects the downtown area to the Mall of America in Bloomington. The Government Plaza station is seven blocks from the convention center. Buses connect from downtown stations to most parts of the city. Bus routes 10 and 25 run between the Nicolett Mall station and the convention center, part of a large bus network that runs throughout the city. For more information on buses or light rail, go to metrotransit.org/light-rail. Amtrak also serves the region with a stop in St. Paul.

A bicycle is never far away, thanks to the NiceRide bike-sharing system. With a credit card, you can instantly rent a bike at any of these automated stations and return it at any NiceRide station with an empty port. There is a station adjacent to the convention center at the corner of E. Grant Street and Marquette Avenue. See niceridemn.org for more information.

In winter, the Skyway keeps Minneapolis pedestrians warm and clear of snow and ice through much of downtown, but it's a good way to get around in the summer, too. The Skyway is a network of second-floor spaces in buildings, including the convention center and several hotels, connected by enclosed bridges over streets. It provides access to many restaurants and shops—more than enough to fill a day of walking indoors. Most buildings limit the hours they allow public access through the Skyways. For a Skyway map and more, see skywaymyway.com.

NALC is offering several tours of Minneapolis area attractions throughout the convention at reasonable cost, including boat trips, plus trips to casinos, the Minneapolis Zoo, wineries, the historic town of Stillwater, MN, and a Wabash Caves and gangster tour with costumed guides. Space is limited, so advance registration is strongly advised.

Members can use the form on the next page to sign up for tours or go to nalc.org/news/conv for more information. ☒

BLOOD DRIVE

NALC, in conjunction with the American Red Cross in Hennepin County, will hold a blood drive on Tuesday, July 24, and Wednesday, July 25, from 9 a.m. to 3 p.m. at the Minneapolis Convention Center in room M100 on the Mezzanine Level. The Red Cross hopes to collect 200 units per day.

Members are strongly encouraged to sign up in advance using the online scheduler at redcrossblood.org. Click on the "Make a Blood Donation Appointment" and enter the Sponsor Code: 0177712. The NALC Convention Center drive will appear. Click on the link that says "To Schedule an Appointment." It will bring you to the donor login page. You need either to click on "Create a New Account" or, if you have donated to the American Red Cross recently, to enter your username and password. You then will be directed to the NALC Convention sign-up sheet. After this, you may select an appointment time.

You also may schedule your appointment by calling 800 RED CROSS (800-733-2767); pressing 2 and giving your sponsor code 0177712.

Members also may opt to donate "double red cells." For information that explains double red cell donation, go to NALC's convention page.

If you do not have the opportunity to schedule an appointment in advance, on-site appointments may be made based on availability.

Blood donors must:

- ❖ Be healthy (meaning that you feel well and can perform normal activities).
- ❖ Be at least 17 years old.
- ❖ Weigh at least 110 lbs.
- ❖ If you donate blood after May 28, you will not be eligible to donate at this drive. ☒

TIME LIMITS WAIVED

The NALC and the Postal Service have agreed to a waiver of time limits during July and August for all grievances because of the union's 68th Biennial Convention, which takes place in Minneapolis, July 23-27.

The agreement, signed by NALC President Fredric Rolando and USPS Vice President—Labor Relations Doug Tolino, covers all parties at the local, regional and national levels for the 31 days starting July 15 and ending on Aug. 14. ☒

OPTIONAL TOUR ORDER FORM

REGISTRATION DETAILS

Full Name _____	Credit Card Billing Address (if different):
Address _____	Address _____
City _____	City _____
State _____ Zip _____	State _____ Zip _____
Phone _____	<i>Charges will appear as "Event Lab"</i>
Fax _____	
Email _____	
	Special _____
	Needs _____

TOUR SELECTIONS

TOUR	DATE & TIME	PRICE	QUANTITY	TOTAL
Take on the Twin Cities	Monday, July 23, 2012 9:00am – 1:00pm	\$29.00		\$
Padelford Riverboat Cruise	Monday, July 23, 2012 9:30am – 4:00pm	\$121.00		\$
Mystic Lake Casino 1	Tuesday, July 24, 2012 10:00am – 3:30pm	\$18.00		\$
Minnesota Wineries	Tuesday, July 24, 2012 8:30am – 4:00pm	\$45.00		\$
Historic Stillwater	Tuesday, July 24, 2012 9:30am – 4:00pm	\$38.00		\$
Minnesota Zoo Adventure	Wednesday, July 25, 2012 9:30am – 4:00pm	\$59.00		\$
Lake Minnetonka Cruise	Wednesday, July 25, 2012 9:30am – 3:30pm	\$92.00		\$
Wabasha Caves & Gangster Tour	Thursday, July 26, 2012 9:00am – 1:00pm	\$69.00		\$
Mystic Lake Casino 2	Thursday, July 26, 2012 10:00am – 3:30pm	\$18.00		\$
***See page 2 for complete tour descriptions				
				FAX REGISTRATION FEE
				\$ 5.00
				TOTAL ORDER
				\$

BILLING INFORMATION

Visa MasterCard American Express

Name on Credit Card _____ Expiration Date _____

Credit Card Number _____ Security Code _____

CANCELLATIONS

Tour price includes non-refundable \$3.00 processing fee. The additional \$5.00 fax registration fee is also non-refundable. Tickets can be refunded within 7 days from the date of purchase. To cancel your ticket and request a refund, please call an Event Lab customer representative at 952-224-8558. Event Lab reserves the right to cancel tours and issue refunds if the minimum number of tickets is not sold.

**REGISTER ONLINE AT WWW.NALC.ORG TO AVOID FAX REGISTRATION FEE
OR FAX THIS COMPLETED FORM TO EVENT LAB AT 952-224-8559**

ADDITIONAL INFORMATION

To reserve tours on-line, please go to <http://www.eventlab.net/rsvp/tours.php?id=7>. All faxed requests will be handled on a first-come, first-serve, space available basis. Reservations must be prepaid online or faxed to Event Lab at 952-224-8559. Payment is due at the time of the reservation. Confirmations will be sent to those attendees who provide an e-mail address. **Your printed email confirmation is your ticket.** If you don't have email, you may call 952-224-8558 to check your order. Please allow 1 week for processing of faxed requests. All tours use air-conditioned, deluxe touring vehicles. Unless otherwise noted, meals are not included on any tour; however, time will be allotted on all-day tours for lunch on your own. Tours will depart from and return to the Minneapolis Convention Center. Please arrive 15 minutes before listed departure time. For further questions, please contact Event Lab at jnoble@eventlab.net or 952-224-8558.

TOUR DESCRIPTIONS

Take on the Twin Cities

Get ready for the most exciting and fun-filled tour of the Twin Cities imaginable! This area is rich in Northern European culture, and we are known for world renowned theatre, art museums and Betty Crocker! Your guide will tell the tales and history of early Minnesota, the founding of St. Paul and Minneapolis and their growth into one of the Midwest's largest metropolitan areas. Your stops along the way will take you to the famous Sculpture Garden, Minnehaha Falls, Mill City Museum, the State Capitol and down historic Summit Avenue - the longest avenue of Victorian mansions in the country.

Padelford Riverboat Cruise

Rollin' on the river - Minnesota style! A four (4) hour riverboat cruise with lunch. Come aboard, relax and enjoy the rhythm of the river and the Dixie Land Band as you cruise down the Mississippi on a lazy afternoon. The lure, the mystique, the colorful history of the river is brought to life for you. Look carefully, you might spot bald eagles, herons, egrets and falcons as you travel back in time from St. Paul's bustling downtown harbor through the Mississippi National Great River Park. We'll see you on the river!

Mystic Lake Casino 1 & 2

Mystic Lake is a spectacular gaming complex, housing Mystic Lake Casino and Dakota Country Casino. The casinos are the country's largest, full service casinos between Atlantic City and Las Vegas. The complex reflects the richness of American Indian culture and heritage. Built within a circular theme, the structure symbolizes the great circle of life, the four seasons and the three cycles of life. Each person will receive "Play 10 get 10" package. Club Mystic membership is required (player card). You will also receive a \$4 food voucher, which is good at any of the 7 restaurants, or at the Minnehaha Cafe you can use it to get a full breakfast (valued at \$7!). Playing time at the Casino is 4 hours.

Minnesota Wineries

Wineries in Minnesota - you betch ya! On today's tour you will travel south of the Metropolitan area and be introduced to two of Minnesota's finest wine gems - the Cannon River Winery and the Alexis Bailey Winery. You will be pleasantly surprised to know that you can visit Minnesota wineries and taste Minnesota wines that are crafted from our own Minnesota grown fresh fruit. How is it possible? Minnesota's early autumn frosts cut our growing season short which has led to the development of hardy grape varieties that can be harvested early, and that can also survive our Minnesota winters. You will enjoy the opportunity to see how wine is made as well as sample varietals!

Historic Stillwater

A true "river town," founded in 1848, Stillwater is known as the Birthplace of Minnesota. Nestled into the bluffs of the St. Croix River, you will love visiting historic Stillwater. Traveling to Stillwater, your guide will introduce you to the history and appeal of this area. Stroll along charming Main Street and peer into the owner operated boutique shops, art galleries, antique stores, historic pubs, wine bars and great restaurants - some with decks overlooking the river. It's a step back in time to enjoy the present.

Minnesota Zoo Adventure

No lyin' - there are bears, tigers AND penguins, sea otters, snow monkeys, bald eagles, camels, dolphins, leopards and over 3,700 more animals to visit at this award-winning Zoo. Explore the Minnesota Trail to see all Minnesota native species, walk or ride the monorail through the Northern Trail, there is lots to discover in Discovery Bay and the beautiful Tropics Trail is not to be missed. Hop the hay wagon for a ride to the Wells Fargo Family Farm - a real working farm. The Zoo, with over 480 acres and home to some 520 species, was recognized by the Minneapolis Convention and Visitors Association as the Twin City's top tourism destination in 2008.

Lake Minnetonka Cruise

In Minnesota, it's water, water everywhere and today you will enjoy one of the most pleasurable summer experiences we offer - a brunch cruise on Lake Minnetonka. As you cruise this historic lake, with over 125 miles of shoreline, you can't help but notice some of the magnificent homes while enjoying the natural beauty of a morning on the lake. Sit back, enjoy your brunch, and relax as the water laps up at the sides your private yacht. After the cruise, we will take you into the quaint town of Excelsior to explore the shops or stroll down to the lake, sit on a park bench and enjoy the beauty of a summer day.

Wabasha Caves & Gangster Tour

Saint Paul, Minnesota's capital city is quite a "saintly" city - but gangsters and ghosts are some of Saint Paul's most fascinating and colorful former residents. Who knew! At the Wabasha Caves, a costumed "gangster guide" will commandeer your coach, explore with you the sites of nightclubs, kidnappings and gun battles and tell the unbelievable tales associated with the gangsters of the 20's and 30's like John Dillinger, Baby Face Nelson and Ma Barker. And yes, Al Capone once called Saint Paul home! The tour continues to the State Capitol, past the Fitzgerald Theatre, home to Garrison Keillor's "A Prairie Home Companion," Landmark Center, home of many of the gangster trials, historic Summit Avenue, the longest avenue of Victorian mansions in the country, and to the Chauncy Griggs House, which has been haunted for 75 years! Enjoy this "sinfully" colorful tour of Saint Paul.



PROPOSED AMENDMENTS TO THE NALC CONSTITUTION

The following proposed amendments to the *NALC Constitution* will be considered by the delegates to the 68th Biennial Convention in Minneapolis. Proposed new language is printed in **bold**; ~~strike through~~ indicates proposed language to be deleted. The *Constitution* is available on the NALC Website at nalc.org/depart/sectreas/publications.html.

NALC CONSTITUTION Branches, State Associations, Membership

Amend Article 2, Section 2 as follows:

Section 2. All members of the National Association of Letter Carriers shall be affiliated with a Subordinate Branch and with the State Association, if one exists, in the State in which their branch shall have jurisdiction over members working under one or more Postmasters as determined by the branch charter. In the event the Postal Service shall combine one or more offices into one with a single Postmaster, the smaller branch or branches shall be merged with the largest branch into one branch, provided the provisions of Article 2, Section 3(e) are complied with. The number of any NALC members in the Branch will determine which is the largest. When the Postal Service shall separate one office into more than one office, the following shall apply: The smaller minority of these groups shall have the option, by majority vote, to continue their membership in the original subordinate branch, and also, ~~except in the case of rural carriers,~~ may form a ~~county~~ subordinate branch or affiliate with a subordinate branch in the adjacent city.

NALC Executive Council

Amend Article 2, Section 5 (b) as follows:

(b). When receiving proper notification by the Branch Secretary that a member has completed **fifty-five (55)**, **sixty (60)**, **or sixty-five (65)** years of membership, the National Association of Letter Carriers shall provide a suitable lapel button to such member.

Branch 15, Providence, RI

Amend Article 2, Section 5 as follows:

Section 5 (a) When receiving proper notification by the Branch Secretary that a member **will complete** twenty-five (25) years, or thirty (30) years, or thirty-five (35) years, or forty (40) years, and forty-five (45) years of membership, the National Association of Letter Carriers shall provide a suitable lapel pin to such member. **In the year when a member is to complete** fifty (50) years membership in this Association, and **by** proper request having been directed by the Branch Secretary to the National Secretary-Treasurer, a member shall be given a Life Membership Card of gold which shall entitle him/her to all privileges of membership in the National Association of Letter Carriers without payment of dues, per capita tax, or special assessments from the date of issue of such Life Membership Card; provided, however, that a Life Member shall not be exempt from the requirements of premium payments to the Mutual Benefit Association or the Health Benefit Plan. Life Members shall also be issued a suitable lapel pin. The Life Membership Card and the lapel pin shall be issued by the National Association through the office of the National President.

Section 5 (b) **In the year when a member is to complete fifty-five (55) years, sixty (60) years and sixty-five (65)**

years and when receiving proper notification by the Branch Secretary, the National Association of Letter Carriers shall provide a suitable lapel pin to such member.

Section 5 (c) **In the year when a members is to complete seventy (70) and seventy-five (75) years and when receiving proper notification by the Branch Secretary**, the National Association of Letter Carriers shall provide a suitable plaque for such member.

Branch 3, Buffalo/Western NY

Amend Article 2, Section 5 by adding the following new item (d):

All provisions of this article shall also apply to those members that were city letter carriers but were denied NALC membership and joined the National Alliance of Postal Employees. To qualify, reasonable proof of membership longevity in both the NAPE and the NALC must be provided.

Branch 9, Minneapolis, MN

Amend Article 2, Section 5 by adding the following new item (d):

For purposes of this Article 2, Section 5, membership in the National Alliance of Postal Employees prior to January 1, 1969 shall be treated as equivalent to membership in the National Association of Letter Carriers.

NALC Executive Council

Time and Place of Conventions and Special Meetings

Amend Article 3, Section 1 as follows:

The national Convention of this Union shall be held **'Triennially'** between the Fourth of July and third full week of August.

If approved by the NALC Executive Council; Applicable sections of Article 6 relating to the length of terms of office must be changed to coincide with the revised National Convention schedule.

Branch 6156, Sun City, AZ

Elections

Amend Article 5, Section 5 (c) as follows:

Elections shall be by secret ballot. When there are more candidates for delegate and alternate Delegate than the authorized number for the Branch, the election shall be by ballot, and the candidates receiving the largest number of votes shall be elected. There shall be no write-in votes for candidates not officially on the ballot. Any such write-in shall not be counted, but will not invalidate the rest of the ballot. Each eligible regular member shall be entitled to one vote for each delegate or alternate position to be filled. Where there are fewer or the same number of candidates as the number of delegates and alternates for which the Branch is authorized, the President may declare that such persons have been elected. Adequate safeguards to ensure a fair election shall be provided, including the right of any candidate to have an observer at the counting of the votes and at any polling place. The National Executive Council is hereby empowered to adopt and promulgate rules and regulations for the conduct of all elections. **This shall include Branches, State Associations and National elections** which will provide such adequate safeguards. The election will be held at a regular meeting of the Branch; or a Branch may provide in its by-laws that ballots may also be cast at each station not

more than seven(7) days, nor less than one(1) day, before the regular meeting; or that the election shall be by secret mail ballot. Whenever such elections are conducted by mail ballot, the last date on which the ballots must be received in order to be counted shall be considered to be the date of the election. The Recording Secretary shall preserve for one year the ballots and all other records pertaining to the election.

Submitted by Branch 6000, Long Island Merged

Officers and Elections

Amend Article 6, Section 2 as follows:

Section 2. Every four (4) years, nominations for officers of the Union shall be called by the Chairperson of the Convention on the third day (Wednesday) of the Convention. The Chair shall call for nominations from the floor for each national office separately. Any delegate may nominate an eligible member for any one of the following national offices: President, Executive Vice President, Vice President, Secretary-Treasurer, Assistant Secretary-Treasurer, Director of City Delivery, Director of Safety and Health, Director of Life Insurance, Director of Health Benefits, Director of Retired Members, and a three-member Board of Trustees. Nominations of fifteen (15) National Business Agents shall be separately by NALC Regions, as constituted effective January 1, 1974. Only delegates from the appropriate NALC Region may nominate candidates for the position of National Business Agent for such Region. Nomination to the position of National Business Agent in each Region shall be restricted to nominees whose Branch is located in such appropriate NALC Region. No person shall be nominated for any office without his/her written acceptance, **on the** officially prescribed forms, which must include the endorsement from five (5) delegates representing five (5) Branches. The official forms shall be handed to the Secretary-Treasurer at the time of nomination, and no person shall be permitted to accept nomination for more than one office at any Convention. No second shall be necessary to a nomination, and no nominating speeches will be permitted by the Chair. No nominee who filed acceptance with the Secretary-Treasurer shall be allowed to withdraw his/her name. When there is but one candidate placed in nomination, the Chairperson shall declare the election by consent.

NALC Executive Council

Amend Article 6, Section 2 as follows:

Every four(4) years, nominations for officers of the Union shall be called by the Chairperson of the Convention. The Chair shall call for the nominations from the floor for each national office separately. Any delegate may nominate an eligible member for any one of the following national offices: President, Executive Vice President, Vice President, Secretary-Treasurer, Assistant Secretary-Treasurer, Director of City Delivery, Director of Safety and Health, Director of Retired members, and a three member Board of Trustees. Nominations of fifteen(15) National Business Agents shall be separately by NALC Regions, as constituted effective January 1, 1974. Only delegates from the appropriate NALC Region may nominate candidates for the position of National Business Agent for such Region. Nomination for the position of National Business Agent in each region shall be restricted to nominees whose Branch is located in such appropriate NALC Region. No person shall be nominated for any office without his/her written acceptance, on officially prescribed forms, which must include the endorsement from **fifty(50) members in good standing from the respective Region where appropriate. Election forms shall be available on the NALC Official website.** The official forms shall be handed to the Secretary-Treasurer at the time of the nomination, and no person shall be permitted to accept nomination for more than

PROPOSED AMENDMENTS TO THE NALC CONSTITUTION

one office at any Convention. **These nominating forms shall be made immediately available by the Secretary-Treasurer for review by all candidates at the close of nominations.** No second shall be necessary to a nomination, and no nominating speeches will be permitted by the Chair. No nominee who filed acceptance with the Secretary-Treasurer shall be allowed to withdraw his/her name. When there is but one candidate placed in nomination, the Chairperson shall declare the election by consent.

Submitted by Branch 6000, Long Island Merged

CONSTITUTION FOR THE GOVERNMENT OF SUBORDINATE AND FEDERAL BRANCHES

Meetings

Amend Article 3, Section 5 as follows:

In the absence of the President and Vice President, any member in good standing may be elected to preside by a majority of those present. **However, Branches in their By-laws may designate one or more officer(s) to preside in the absence of the President and Vice President.**

NALC Executive Council

Amend Article 3, Section 5 as follows:

In the absence of the President and Vice President, **the next officer in line shall preside. However, in the absence of all officers,** any member in good standing may be elected to preside by a majority of those present.

Branch 1492, Westfield, NJ

Elections

Amend Article 5, Section 2 as follows:

All regular members **must be a member in good standing for 90 days prior to nomination** to be eligible to hold any office or position in the Branch, except that a member who voluntarily or otherwise, holds, accepts, or applies for a supervisory position in the Postal Career Service for any period of time, whether one(1) day or fraction thereof, either detailed, acting, probationary or permanently, shall immediately vacate any office held, and shall be ineligible to run for any office or other position for a period of two(2) years after termination of such supervisory status. Upon nomination, the candidate must verify that he or she has not served in a supervisory capacity for the 24 months prior to the nomination.

Submitted by Branch 6000, Long Island Merged

Amend Article 5, Section 3 as follows:

Section 3. All regular members shall be entitled to one vote for each office or position to be filled. However, station delegates, representatives, or shop stewards ~~shall~~ **may** be elected only by the regular members within the station or area they represent. **Branch stewards and any other persons who are members of the Branch Executive Board or similar body must be elected by the entire branch, not just by the station or area they represent.**

NALC Executive Council

Amend Article 5, Section 5 (a) as follows:

Prior to the nominations of a candidate, a nominating petition on behalf of such candidate, specifying the office sought and containing the signatures of members as fol-

lows must be submitted to the Recording Secretary.

Branches with up to 100 members 1 signature of a regular member in good standing.

Branches with 101 to 200 members 2 signatures of regular members in good standing.

Branches with 201 to 300 members 3 signatures of regular members in good standing.

Branches with 301 to 400 members 4 signatures of regular members in good standing.

Branches with 401 to 500 members 5 signatures of regular members in good standing.

Branches with 501 to 1000 members 10 signatures of regular members in good standing.

Branches with 1001 to 2000 members 20 signatures of regular members in good standing.

Branches with 2001 to 3000 members 25 signatures of regular members in good standing.

Branches with 3001 or more members 30 signatures of regular members in good standing.

Submitted by Branch 6000, Long Island Merged

Duties of Officers

Amend Article 6 by adding the following new Section 1:

Bonding

Section 11. Every officer, agent, shop steward, or other representative or employee of the Branch who handles funds or other property of the Branch shall be bonded to the extent required by applicable law.

NALC Executive Council

Charges

Amend Article 10, Section 2 as follows:

Section 2. Charges must be made in writing, specifying the offense, failure, neglect, or misconduct so as to fully apprise the member or officer of the nature thereof, and shall be signed by a member of the Branch; and a copy of said charges, under seal **or letterhead** of the Branch, shall be served upon him/her. Said charges shall be read by the recording secretary at the first regular Branch meeting after service on the member or officer.

NALC Executive Council

CONSTITUTION OF THE GOVERNMENT OF STATE ASSOCIATIONS

Meetings

Amend Article 3, Section 1 as follows:

Section 1. This Association shall meet at least once every ~~two~~ **three** years, at such time and place as may be designated in the by-laws or decided upon by a majority vote at a previous session unless conditions should arise which require a change in the date and place decided upon or designated, when the President and Executive Board shall have authority to make such change of time or place and report same through the Secretary.

*Branch 3, Buffalo/Western NY
Branch 11, Chicago, IL
Branch 14, Louisville, KY
Branch 24, Los Angeles, CA
Branch 27, West Tennessee Merged
Branch 36, New York, NY
Branch 39, Hoosier City IN
Branch 41, Brooklyn, NY
Branch 52, Central California Coast
Branch 70, San Diego, CA
Branch 74, Saginaw, MI*

*Branch 133, Sacramento, CA
Branch 134, Syracuse, NY
Branch 183, Santa Rosa, CA
Branch 193, San Jose, CA
Branch 210, Rochester, NY
Branch 213, Stockton, CA
Branch 214, San Francisco, CA
Branch 231, Central California
Branch 246, Kalamazoo, MI
Branch 256, Mid-Michigan
Branch 290, Santa Barbara, CA
Branch 320, North Oakland County, MI
Branch 333, Binghamton, NY
Branch 361, Central Kentucky, Bluegrass Branch
Branch 374, Northern Kentucky Letter Carriers
Branch 448, Anniston, AL
Branch 462, Rocket City, AL
Branch 529, Port Huron, MI
Branch 531, Charleston, WV
Branch 540, Camden, NJ Merged
Branch 576, Phoenix AZ
Branch 601, Holland, MI
Branch 618, Traverse City, MI
Branch 693, Westchester Merged, NY
Branch 709, Reno, NV
Branch 737, Santa Ana, CA
Branch 782, Bakersfield, CA
Branch 857, Watsonville, CA
Branch 860, Honolulu, HI
Branch 1071, South Florida Letter Carriers
Branch 1100, Garden Grove, CA
Branch 1111, Greater East Bay
Branch 1280, San Mateo, CA
Branch 1427, Santa Clara, CA
Branch 1469, Porterville, CA
Branch 1563, Ukiah, CA
Branch 1707, Hayward, CA
Branch 1726, El Centro, CA
Branch 1810, Tulare, CA
Branch 1902, Arizona Merged
Branch 2168, Upland, CA
Branch 2184, Western Wayne County, MI
Branch 2200, Pasadena, CA
Branch 2207, Torrance, CA
Branch 2462, Heart of the Valley CA
Branch 2502, Las Vegas, NV
Branch 2555, East Lansing, MI
Branch 2614, Hawthorne, CA
Branch 2778, Sparks, NV
Branch 2901, Hemet, CA
Branch 2902, Tri-Valley CA
Branch 3677, Weirton, WV
Branch 3982, Rialto, CA
Branch 4006, Canoga Park, CA
Branch 4114, Camarillo, CA
Branch 4374, Utica, MI
Branch 4430, Lancaster, CA
Branch 4454, Kailua, HI
Branch 4494, Carmichael, CA
Branch 4682, Aiea-Pearl City, HI
Branch 4683, Waipahu, HI
Branch 4837, Wahiawa, HI
Branch 4850, Ceres, CA
Branch 5579, Waianae, HI*

Officers

Amend Article 6, Section 3 as follows:

Sec. 3. This Association shall also elect at its regular Convention ~~following the National Convention~~, two delegates-at-large and two alternate delegates-at-large, to the National Convention(s) whose term of office shall extend from the time of election until their successor is duly elected and installed at the ~~next~~ State Convention ~~the year following the National Convention~~, provided, however, that

any State Association may provide that, by virtue of their office, the President and Vice-President in office at the time of the National Convention shall be the delegates-at-large or alternate delegates-at-large, to the National Convention.

Branch 3, Buffalo/Western NY
Branch 11, Chicago, IL
Branch 14, Louisville, KY
Branch 24, Los Angeles, CA
Branch 27, West Tennessee Merged
Branch 36, New York, NY
Branch 39, Hoosier City IN
Branch 41, Brooklyn, NY
Branch 52, Central California Coast
Branch 70, San Diego, CA
Branch 74, Saginaw, MI
Branch 133, Sacramento, CA
Branch 134, Syracuse, NY
Branch 183, Santa Rosa, CA
Branch 193, San Jose, CA
Branch 210, Rochester, NY
Branch 213, Stockton, CA
Branch 214, San Francisco, CA
Branch 231, Central California
Branch 246, Kalamazoo, MI
Branch 256, Mid-Michigan
Branch 290, Santa Barbara, CA
Branch 292, Rock Island, IL
Branch 320, North Oakland County, MI
Branch 333, Binghamton, NY
Branch 361, Central Kentucky, Bluegrass Branch
Branch 374, Northern Kentucky Letter Carriers
Branch 529, Port Huron, MI
Branch 531, Charleston, WV
Branch 540, Camden, NJ Merged
Branch 576, Phoenix AZ
Branch 601, Holland, MI
Branch 618, Traverse City, MI
Branch 693, Westchester Merged, NY
Branch 709, Reno, NV
Branch 737, Santa Ana, CA
Branch 782, Bakersfield, CA
Branch 857, Watsonville, CA
Branch 860, Honolulu, HI
Branch 1100, Garden Grove, CA
Branch 1111, Greater East Bay, CA
Branch 1280, San Mateo, CA
Branch 1427, Santa Clara, CA
Branch 1469, Porterville, CA
Branch 1563, Ukiah, CA
Branch 1707, Hayward, CA
Branch 1726, El Centro, CA
Branch 1810, Tulare, CA
Branch 1902, Arizona Merged
Branch 2168, Upland, CA
Branch 2184, Western Wayne County, MI
Branch 2200, Pasadena, CA
Branch 2207, Torrance, CA
Branch 2462, Heart of the Valley CA
Branch 2502, Las Vegas, NV
Branch 2555, East Lansing, MI
Branch 2614, Hawthorne, CA
Branch 2778, Sparks, NV
Branch 2901, Hemet, CA
Branch 2902, Tri-Valley CA
Branch 3677, Weirton, WV
Branch 3982, Rialto, CA
Branch 4006, Canoga Park, CA
Branch 4114, Camarillo, CA
Branch 4374, Utica, MI
Branch 4430, Lancaster, CA
Branch 4454, Kailua, HI
Branch 4494, Carmichael, CA
Branch 4682, Aiea-Pearl City, HI
Branch 4683, Waipahu, HI

Branch 4837, Wahiawa, HI
Branch 4850, Ceres, CA
Branch 5579, Waianae, HI

Amend Article 6, Section 3 as follows:

This Association shall also elect at its regular Convention following the National Convention, two delegates-at-large and two alternate delegates-at-large, to the National Convention whose term of office shall extend from the time of election until their successor is duly elected and installed at the State Convention the year following the National Convention be one, two, or three years as the Association shall determine; provided, however, that any State Association may provide that, by virtue of their office, the President and Vice-President in office at the time of the National Convention shall be the delegates-at-large or alternate delegates-at-large, to the National Convention.

NALC Executive Council

Duties of Officers

Amend Article 8 by adding the following new Section 9:

Bonding

Section 9. Every officer, agent, or other representative or employee of the Association who handles funds or other property of the Association shall be bonded to the extent required by applicable law.

NALC Executive Council

FUNERAL CEREMONIAL

Amend Funeral Ceremonial as follows:

PRESIDENT or DELEGATE: Death has invaded our ranks and taken from us a brother/sister (or sister, when appropriate); a voice in our council has been silenced; at any moment may come the call that surely must be answered; death takes some dear one, and in his/her (her) place leaves sorrow, loneliness, and pain.

Once, but surely once, will come to every one of us the call that takes a soul from earth into the great beyond. We cannot know why one rather than another has been chosen; One, greater and far wiser than ourselves, has full control of that great question. It is our duty, with the best grace that we can command, to bow submissively before the will of God.

A sad occasion like this, which calls us now to surround a deceased brother/sister (or sister) letter carrier, is to us full of instruction if we would but heed the lesson taught us in such a solemn manner today. We are reminded that we, too, are mortal; we are here today and in eternity tomorrow.

The rich and poor alike come to the final resting place. Pride and humility, wealth and poverty, under the greensward find a common level.

Our brother/sister (or sister) is not now of earth. He/she (she) has made his/her (her) last trip, hung up his/her (her) sack, and turned in his/her (her) time-sheet to the Eternal Time-keeper; but we sincerely hope that his/her (her) liberated soul may ever drink pure draughts from the never-failing streams of eternal life.

May this ceremony serve to bring us into that sympathy and harmony of spirit that is ever found in the union of memories, of sorrow and aspirations.

And now, while we mourn the departure of a beloved brother/sister (or sister), and sympathize with those whose loss is greater than ours, let us cherish his/her

(her) memory and profit by the proof of the Divine Will and Almighty Power. (Let us pray.)

Our Father and our God, who art the Resurrection and the Life, in Whom whosoever believeth shall live though he/she (she) die, and whosoever liveth and believeth in Thee shall never die; hear, we beseech Thee, the voice of Thy creatures here assembled, and turn not away from our supplications.

In Thy hands alone are the issues of life and death; and we humbly beseech Thee to look upon us in tender compassion while we console with those who weep.

Remember these bereaved ones in Thy mercy; give them patience to bear their affliction and be Thou their strength and shield at all times. Buoy them up under this heavy stroke and sustain them against despondency. O! wilt Thou be their Father and their God, and pour down from on high Thy blessings upon their heads.

Bless thy brethren here assembled; impress them with their duty to each other as brethren; and their obligations in the various relations of human life, and unto Thee shall we render praise forever. AMEN.

NALC Executive Council

FORM OF INSTALLATION CEREMONY FOR USE OF BRANCHES, STATE ASSOCIATIONS, AND THE NATIONAL ASSOCIATION

Amend Installation Ceremony as follows:

Adopted at the Nineteenth Convention, San Francisco, Calif., August 30 to September 5, 1913, and amended at subsequent conventions.

The installing officer shall be any National Officer, a Past President of the National Association, a President or Past President of a State Association; provided, that in their absence any officer of a State Association or the Past President of a Branch may act as such. They may choose any member to assist them.

The Recording Secretary will furnish the assistant installing officer with a list of the officers-elect before he/she vacates his/her chair. In installing the officers of the National Association or any State Association, the words National Association or State Association shall be used instead of the word Branch. When this order of business is reached, the President will say:

PRESIDENT: The Sergeant-at-Arms will ascertain if the Installing Officers are present.

SERGEANT-AT-ARMS: Mr./Madam President, the Installing Officers are present, and waiting to install the officers of _____ Branch No. _____.

PRESIDENT: The Sergeant-at-Arms will introduce them.

(They advance to the center and salute the President.)

INSTALLING OFFICER: Mr./Madam President, in accordance with the laws of the National Association of Letter Carriers, I appear with you at this time for the purpose of installing the officers of _____ Branch No. _____. Is the Branch in good standing with the National Association of Letter Carriers? Has your per capita tax been paid, and have your officers been duly and regularly elected?

PROPOSED AMENDMENTS TO THE NALC CONSTITUTION

PRESIDENT: The Branch is in good standing, the per capita tax has been paid, and the officers duly and regularly elected. Will you please take the chair?

INSTALLING OFFICER: * Officers of _____ Branch No. _____, the term of office for which you were elected having expired, you will vacate your stations in order that your successors may be installed. (The Assistant Installing Officer shall call the names of the officers-elect.)

INSTALLING OFFICER: Officers-elect, please rise. Do you, each and every one of you, accept the office to which you have been elected?

OFFICERS: I do.

INSTALLING OFFICER: Brothers **and Sisters** (~~and Sisters, when appropriate~~) of _____ Branch No. _____ these are the officers whom you have elected. If any brother **or sister** (~~or sister~~) has any valid objection to the installation of these officers, let him/her now speak or forever after hold his/her peace.

(If serious objection is made, the officer to whom objection is made will be withdrawn until the difficulty is arranged satisfactorily and the installation will be continued with the other officers.)

You will each raise your right hand and repeat after me the following obligation. I do solemnly promise on my honor that I will faithfully attend the meetings of the Branch, observe and faithfully execute the laws of the National Association of Letter Carriers and the By-Laws of this Branch. I will perform, to the best of my ability the duties of the office to which I have been elected, guard all property placed in my charge, and at the expiration of my term of office turn the same over to my successor. I will do everything in my power to promote the welfare of the National Association of Letter Carriers and its members.

(Trustees are brought forward.)

INSTALLING OFFICER: Brothers **and/or Sisters** (~~and sisters~~), I congratulate you. You may well consider it an honor to be held in such high esteem. Your duties will be to care for the property of the Branch, to have custody of the officers' bonds, and to perform such other duties as the Branch may require of you. The Assistant will conduct you to your stations.

(Sergeant-at-Arms is brought forward.)

INSTALLING OFFICER: My brother/**sister** (~~or sister~~), it gives me pleasure to install you into the office of Sergeant-at-Arms. Your duties will be to guard the entrance of the meeting room, see that none other than those who are entitled to, or who have permission, will enter, and assist in maintaining order while the Branch is in session. The Assistant will conduct you to your station.

MBA and Health Benefits Representatives

INSTALLING OFFICER: Brother(s) **and/or Sister(s)** (~~and/or Sisters~~), your duties are of such a nature as to almost appear to be a connecting link between life and death, to keep a record of the insured member from birth, and an accurate account with them and the Director of Life Insurance and the Director of Health Insurance, so that should any of them be summoned hence, or be disabled while you hold your office, those left dependent upon them will have no cause to complain.

Treasurer

INSTALLING OFFICER: Brother/**Sister** (~~or Sister~~), your office is an important one, and great confidence was confided in you when you were elected Treasurer. Carefully guard all funds placed in your hands and at all times be

prepared to render an account to your Branch.

Financial and Recording Secretaries

INSTALLING OFFICER: Brother(s) **and/or Sister(s)** (~~and/or Sisters~~), your offices are not only important, but laborious and at times trying. They require honesty, perseverance, patience, and accuracy. Prove true to your trust. A duty well performed is an honor gained.

Vice President

INSTALLING OFFICER: My brother/**sister** (~~or Sister~~), it is no doubt a matter of some pride to you to be chosen the second officer of your Branch. It will be your duty to become familiar with the laws, usages, and customs of the Association, as well as the duties of the President in order that in his/her absence you may be able to assume his/her position with credit to yourself and the Branch.

President

ASSISTANT INSTALLING OFFICER: I now have the pleasure of introducing to you the President.

INSTALLING OFFICER: Brother/**Sister** (~~or Sister~~) _____, your election to the office of President of this Branch is an indication of the high esteem in which you are held by your associate members. Your duties are many, and chief among them is to be at all times ready to promote the welfare of the Association and enforce the laws with firmness and impartiality, so that when the sound of this gavel, the symbol of authority, which I now present to you, is heard, it will be cheerfully and willingly obeyed. May you continue in the good work begun, and may success crown your efforts. * * * I now, by the power in me vested by the National Association of Letter Carriers, do declare the officers of _____ Branch No. _____ duly and legally installed for the length of their term or until their successors are elected and installed.

NALC Executive Council

CONSTITUTION AND GENERAL LAWS OF THE UNITED STATES LETTER CARRIERS MUTUAL BENEFIT ASSOCIATION

Law 4—Duties of Members of MBA

Amend General Law 4, Section 5 as follows:

Section 5. In case a benefit certificate is lost, or beyond a member's control, the member may, in writing, surrender all claim thereto, and direct that a new certificate be issued to him/her, payable to the same or a new beneficiary or beneficiaries in accordance with the MBA, upon making affidavits of the facts in the case satisfactory to the Director of Life Insurance ~~and paying a fee of \$5.00 for a new certificate.~~

NALC Executive Council

CONSTITUTION OF THE NATIONAL ASSOCIATION OF LETTER CARRIERS HEALTH BENEFIT PLAN

Powers of the Board of Trustees

Amend Article 5, Section 5 as follows:

Section 5. **Except as may be required by applicable law,** they shall hear and decide all appeals from the action of

those in authority relative to the Plan and its funds, and their findings shall be final unless reversed by the National Association in convention.

NALC Executive Council

CONVENTION WORKSHOPS

MONDAY MORNING

Contract Administration Unit Briefing and Q-and-A

Executive Vice President Timothy C. O'Malley will be joined by other national officers and staff who serve in the Contract Administrative Unit (CAU). The CAU will report on pending cases at the National Interpretive Step level or Arbitration and any recent settlements. The CAU will discuss in detail the "the daily dialogue" that takes place in the workplace with your supervisor concerning mail volume, work expectations and receiving assistance. We will explain how and what to do in difficult situations and what to do to attain a better work environment. A booklet containing information related to this will be provided. A question-and-answer period will follow and give the delegates the opportunity to seek clarification on the issues raised and to provide comment and feedback to the CAU.

Effective Branch Communications

Branch publications, both traditional print and web-based electronic, can be a formidable force for informing and activating NALC members. This workshop will provide tips for producing first-class, direct-to-the-member communications. Designer/Web Editor Mike Shea, Internet Communications Coordinator Joe Conway and Writer/Editor Rick Hodges will discuss ways of improving websites and e-mail newsletters, effectively using social media and sharpening the focus and effectiveness of conventional newsletters and traditional communications strategies. NALC's Branch Publication Competition winners will be announced at this workshop.

Stewards Training School

For the first time at National Convention, the NALC is offering a week-long training school for shop stewards that will cover grievance-handling from the investigation of an incident through the arbitration of a grievance. The school will consist of five classes, one offered each morning and repeated in the afternoon to enable those interested to attend other offerings as well. As we move through the week, the students will learn about the various aspects of investigating, preparing and presenting grievances at Informal A, Formal A and Step B of the grievance process. We also will follow a specific grievance as it moves through this process and is ultimately heard before an arbitrator. The classes are:

Monday: Steward Rights—Before stewards can enforce the rights of others, they must understand what their own rights are and be able to enforce them. This session will cover the rights and responsibilities that stewards have under the National Agreement and the National Labor Relations Act and what stewards can do to enforce these rights in their units.

Tuesday: Grievance Investigation and Research—A member comes to the steward with a problem. What's next? This class covers the steps of investigating a potential grievance, including getting the time from management, interviewing friendly as well as reluctant witnesses,

taking good notes, and asking for and reviewing documentary evidence. The class will also cover research techniques using materials and resources available to stewards on the NALC website, the Contract Administration DVD and the Arbitration DVD program.

Wednesday: Preparing and Presenting Grievances at Informal Step A—With the investigation and research done, the steward must now prepare and present the grievance at Informal Step A. This class will show stewards how to organize the file and prepare for the meeting with management, including writing a position page and preparing documents. We also will cover presenting the grievance to management at the Informal meeting and methods and techniques for reaching reasonable remedies. Making appeals of unresolved grievances to Formal A will end this session.

Thursday: Preparing and Presenting Grievance at Formal Step A—The case is unresolved at the Informal meeting and the steward appeals it to the next step. This session will cover what the union should do to prepare the case for the Formal Step A meeting. This will include reviewing and completing the file, preparing for the meeting, preparing a list of "undisputed facts," conducting the meeting and appealing unresolved cases.

Friday: Grievance Arbitration—The class will only be offered on Friday morning. It consists entirely of the mock arbitration of a grievance that the class has been following throughout the week from the investigation of the incident through the steps of the grievance procedure to arbitration. Stewards will see how various things that occurred during the processing of the grievance affect the ultimate outcome of the case.

MONDAY AFTERNOON

Branch Trustee Training

Under the *NALC Constitution*, branch trustees are required to "examine and report to the branch the condition of the books of the officers at least once every six months," but many local trustees lack a clear understanding of all the intricacies their duties entail. of National Board of Trustees Chairman Larry Brown and National Trustees Randy Keller and Mike Gill will provide local trustees with information and a variety of tools they need to keep their branches on the right track. Among the topics covered will be getting ready for an audit, receipts and disbursements, Labor-Management Reporting and Disclosure Act requirements, and overall union finances.

Contract Administration Unit Briefing and Q-and-A

Same as Monday morning.

Health Benefit Workshop

Health Benefit Plan Director Brian Hellman and several training instructors will bring branch presidents and health benefit representatives up to date on the status of the Plan, current benefits and the direction the Plan hopes to take dur-

ing the upcoming benefit year, especially with respect to the Affordable Care Act (ACA). Our instructors also will take some time to familiarize representatives on how to teach current and potential members of the Plan new/existing benefits and how to "sell" the Plan. At the end of the session, there will be a question-and-answer period to further address any concerns. Registration is required; however, no fee will be assessed.

Community Service: The Importance of Your Branch in the Community

Letter carriers are the friendliest, most reliable and dependable members in the community. We help those in need and, in doing so, we preserve the Postal Service's reputation as the most trusted government organization. How do we do it? What can your branch do? Come find out how your members can make a difference, both on our routes and in our neighborhoods. You will meet some real-life letter carrier heroes whose service goes above and beyond the call of delivering the mail. We will share ideas on fundraising, provide "road maps" for success, and ensure that letter carriers remain the heart and soul of their communities.

Stewards Training School: Steward Rights

Same as Monday morning.

TUESDAY MORNING

City Delivery Briefing and Q-and-A

Director of City Delivery Lew Drass and his staff will provide updates and information on various city delivery issues such as route count and inspections, FSS, delivery unit optimization (DUO) and management's unilateral caser/streeter test. The majority of this workshop will be spent training delegates on several key elements of successful route count and inspection grievances.

Understanding the LM-3

This class will help participants understand and complete the Form LM-3. Bond Beebe Accountants and Advisors President David Dorsey will review the form with participants to determine what information the DOL is really asking for and what details must be included with the answers. Among the areas to be covered are: the proper way to complete Item 24, listing all officers and disbursements to officers, and where to report different kinds of receipts and disbursements. A completed LM-3 for a hypothetical branch will be distributed to help branch leaders in preparing and reviewing their own branch LM-3 filing. Dorsey plans to stay after class to answer individual questions and concerns.

Social Security and the TSP

The Social Security class will be presented by the SSA Regional Office. It is intended to give a general overview of how Social Security works and provide the participants with an up-to-date vision of the program. The TSP portion will be

CONVENTION WORKSHOPS

presented by the Thrift Investment Board and is intended to provide “withdrawal” rights and tax ramifications for retirees or others leaving the federal workforce.

Stewards Training School: Grievance Investigation and Research

A member came to the steward with a problem. What’s next? This class covers the steps of investigating a potential grievance, including getting the time from management, interviewing friendly as well as reluctant witnesses, taking good notes, and asking for and reviewing documentary evidence. The class also will cover research techniques using materials and resources available to stewards on the NALC website, the Contract Administration DVD and the Arbitration DVD program.

Congressional District Liaison Training: Effective Grassroots Activism

The work of NALC’s congressional district liaisons (CDLs) in mobilizing NALC members and educating members of Congress is a key component to ensure that letter carriers’ rights are protected as Congress debates the future of the USPS. Highlights of the workshop include: tips for successful lobbying, messaging techniques, enlisting like-minded allies to support NALC’s agenda and a discussion of best practices of CDLs. This training is open to CDLs only.

Mutual Benefit Association: Planning for Your Life

MBA Director Myra Warren will present a workshop on financial planning with special emphasis on life insurance needs. This workshop will outline a financial planning model that will allow letter carriers to determine the amount of life insurance that is needed to ensure a sound future. In addition, the workshop will review the costs of final expenses. In an attempt to help our members meet their insurance needs, the MBA products such as Whole Life, Term Life, Universal Life, Hospital Confinement and Maturity Income plans will be discussed.

TUESDAY AFTERNOON

City Delivery Briefing and Q-and-A

Same as Tuesday morning.

New Fiduciary Officer Training: What You Need to Know about Finance, Membership and Record-keeping

This workshop is intended for new branch officers who have fiduciary and recordkeeping responsibilities—presidents, secretary-treasurers and trustees. Attendees will be introduced to Department of Labor requirements, including bonding, member rights and fiduciary officers’ responsibilities under the Labor Management and Reporting Disclosure Act of 1959. Also discussed will be tax issues, including setting up payroll, recordkeeping dos and don’ts, and the various membership rosters. NALC staff from

the Membership Department, Finance, and the Information Center will assist Secretary-Treasurer Jane Broendel in covering these important topics.

FERS—Using it for Your Future

This class, presented by Director of Retired Members Ernie Kirkland, will give a thorough overview of the Federal Employees Retirement System (FERS). It will assist the participant in understanding the basis for their retirement system as well as the Supplemental annuity. The class will look at when and how to prepare for retirement from initial employment up to and through the retirement application process.

Stewards Training School: Grievance Investigation and Research

Same as Tuesday morning.

Global Postal Services

This workshop will give delegates the chance to learn about postal developments in other countries and to meet and discuss these developments with the NALC’s guests from our global union federation, UNI Global Union and postal unions from other countries. Postal workers and their unions all over the world are grappling with the same challenges that NALC faces—the Internet, competition and hostile governments. The workshop, which will be moderated by headquarters staffer Pam Donato, offers a chance to learn from each other while building international solidarity.

WEDNESDAY MORNING

Article 12

The focus of this workshop will be training delegates on ways to file successful Article 12 grievances. Director of City Delivery Lew Drass and his staff will provide a blueprint on how to properly document and argue the NALC’s case when management violates Article 12 by improperly withholding positions and/or improperly excessing employees.

NALC Legislative and Political Agenda

This workshop will provide an overview of the 112th Congress as it pertains to postal reform and other issues pertaining to federal employees. Director of Legislative and Political Affairs Jennifer Warburton will discuss the impact of current legislation as well as provide insight on possible postal reform bills that could be passed before the end of the year. Political Director Tucker McDonald will recap the NALC’s efforts to affect the legislative process in the field as well as outline the current political landscape going into the presidential campaign as well as the NALC and the labor movement’s campaign to support and elect labor-endorsed candidates in November.

Safety and Health

Director of Safety and Health Manuel Peralta will be conducting a workshop on the Article 14 duties and responsibilities of shop stewards. Peralta will be accompanied by the NALC’s National

Safety Task Force, which will discuss a few of its activities. The focus of the class is to learn from our past and prevent pain in the future. Also scheduled to participate in the session are representatives from OSHA, who will address their role in assisting the NALC on providing a safe work environment. They will also cover OSHA’s whistle-blower protection and address the Labor Liaison Program, explaining its purpose.

Stewards Training School: Preparing and Presenting Grievances at Informal Step A

With the investigation and research done, the steward must now prepare and present the grievance at Informal Step A. This class will show stewards how to organize the file and prepare for the meeting with management, including writing a position page and preparing documents. We will also cover presenting the grievance to management at the Informal meeting and methods and techniques for reaching reasonable remedies. Making appeals of unresolved grievances to Formal A will end this session.

Postal Innovation

We must look beyond the immediate USPS financial crisis and the headlines reporting our demise and boldly think of the USPS’ future. With our experience and ingenuity, letter carriers are best positioned to identify new product and service growth, discover expanding markets and improve efficiencies in our postal systems and methods. No other delivery network has our daily reach or is so highly trusted. We must leverage these assets and imagine their use in the world market that values expanded services, privacy and confidentiality. From simple to complex, we will discuss how to take innovation to the next level.

WEDNESDAY AFTERNOON

Article 12

Same as Wednesday morning.

Branch Secretary-Treasurer Training: Dos and Don’ts

Administrative duties of branch secretary-treasurers will be covered. Examples of how to apply IRS and DOL rules and regulations to branch officers’ salaries, lost time and expense reimbursements will be given and discussed. In addition, information and discussion will be included on membership-related issues, including the Reciprocal Agreement and Form 1188. NALC Director of Finance Debra Price and NALC Director of Membership Wayne Nicely will join NALC Secretary-Treasurer Jane Broendel in presenting this workshop.

Saving the Postal Service

NALC Chief of Staff Jim Sauber will host a workshop on the future of the Postal Service. It will explore the need for a new USPS business model, examine the options for change and discuss the results of the investigation of the Postal Service’s financial and operational condition conducted by NALC consultants from the

Lazard Company. Special focus will be given to developing new uses of the Postal Service's last-mile delivery network.

Stewards Training School: Preparing and Presenting Grievances at Informal Step A

Same as Wednesday morning.

Congressional District Liaison Training: Effective Grassroots Activism

Same as Tuesday morning.

THURSDAY MORNING

Swimming with Sharks: Guiding the Accepted OWCP Claim through Perilous Waters

Many injured letter carriers think that once OWCP accepts their claim, their struggle is over. Often it is only just beginning. This class explores some of the hazards letter carriers encounter after their claim is accepted. The class will cover a range of topics: expanding claims to include more serious actual conditions; confronting complications that arise when the accepted injury involves a pre-existing condition; communicating with the attending physician; dealing with OWCP-directed medical examinations; challenging lost wage earning capacity determinations; and understanding the different types of OWCP decisions to select the proper route of appeal.

Health Benefit Workshop for all Attendees

Health Benefit Plan Director Brian Hellman and several training instructors will bring workshop attendees up to date on the status of the Plan, current benefits, and general Health Plan information. At the end of the session, there will be a question-and-answer period to further address any concerns. This year there will be no registration process or fee; however, seating will be on a first-come, first-served basis.

CSRS—What's In It for You?

This class, presented by Director of Retired Members Ernie Kirkland, will give a thorough overview of the Civil Service Retirement System (CSRS). It will assist the participant in understanding the basis for their retirement system as well as a look at the Windfall Elimination Provision and Government Pension Offset that might affect any Social Security entitlement an employee has accrued through outside employment. The class will look at the retirement application process and discuss time lines for finalization of the annuity.

Stewards Training School: Preparing and Presenting Grievance at Formal Step A

The case is unresolved at the Informal meeting and the steward appeals it to the next step. This session will cover what the union should do to prepare the case for the Formal Step A meeting.

This will include reviewing and completing the file, preparing for the meeting, preparing a list of "undisputed facts," conducting the meeting and appealing unresolved cases.

NALC & MDA: A Team that Delivers

What would you do if someone in your family was diagnosed with one of the more than 40 diseases covered by the Muscular Dystrophy Association? Come hear what services MDA provides to give help and hope to those who hear that diagnosis. Join us to meet MDA's new goodwill ambassador, Bryson Foster, along with his parents Phil and Claire of Concord, NC. In addition, we will hear the latest on the research front from MDA's own medical experts. Finally, come to share your success stories with your brothers and sisters so that we can increase our efforts for the families MDA supports.

Taking Advantage of the Thrift Savings Plan

Representatives of the Federal Retirement Thrift Investment Board will be on hand to present a comprehensive workshop on the federal Thrift Savings Plan. Retirement savings are crucial for retirement security and the TSP is the smartest way to save for a comfortable retirement. TSP administrators will highlight plan developments, including the new Roth TSP options, and answer delegates' questions about taking full advantage of the federal government's "401(k)."

THURSDAY AFTERNOON

NALC Constitution, Elections and Bylaws

This workshop is designed to assist NALC branches and state associations with the rules and regulations governing the conduct of elections and the process for creating and amending bylaws. The workshop will also cover common problems with bylaws and how to get that stamp of approval from the Committee of Laws.

Getting the Message Out

This workshop will focus on how to get our message out by dealing effectively with the news media, so we can inform the public and their representatives about the real situation of the Postal Service and the best policies moving forward. Nothing is more important to our future than getting the facts out and dispelling the myths. NALC Director of Communications and Media Relations Philip Dine will cover various aspects of communications, including influencing news coverage by speaking to reporters as well as making our own voice heard through letters to the editor/commentary pieces or being on radio/television discussion shows. The class will deal with broad media strategy and practical details of talking to a reporter.

They Can Put Lipstick on NRP... It's Still a Pig

The Postal Service says NRP is history, yet nothing has really changed. Our injured letter carriers around the country continue to be sent home like a band of criminals. This class will focus on

how to file successful grievances for injured carriers who are sent home. We will discuss the latest search programs implemented by the Service and how to combat them. In addition, we will discuss some things injured letter carriers can do before they are sent home.

Stewards Training School: Preparing and Presenting Grievance at Formal Step A

Same as Thursday morning.

FRIDAY MORNING

Stamping Out Hunger: Have We Made a Difference?

Letter carriers never walk away from a fight, and that includes the fight to end hunger! We will learn from the experts about the difference our food drive is making in America's effort to end hunger. How do you make the food drive work, without too much work for you? Local and regional food drive coordinators will share great ideas and tips for success. Bring your own "best practice" to share with us!

Inside the Leadership Academy

NALC has long been known as a visionary organization in our fight for dignity and respect in the workplace. This workshop will showcase NALC's efforts to train the next generations of leaders in our unique and innovative Leadership Academy. Beginning in 2005, the Academy has since graduated nearly 400 men and women who have worked in their branches to meet the needs of our members. The instructors will provide an overview of the methods and content used to prepare those who attend for leadership positions at every level of the union. Attendees will be able to apply for future Academy positions and speak to former graduates about this opportunity.

Mutual Benefit Association Representative Briefing/Q-and-A

MBA Director Myra Warren will present a workshop for MBA representatives. The training will consist of a review of the MBA representative's responsibilities, the availability of policy information, and the requirements of confidentiality. The MBA rep's role according to the *NALC Constitution* will be discussed. Topics such as accidental death benefits and supplemental branch coverage, the MBA website and MBA policies will be reviewed. A question-and-answer period will be allowed for all information presented.

Stewards Training School: Grievance Arbitration

The class will only be offered on Friday morning. It consists entirely of the mock arbitration of a grievance that the class has been following throughout the week, from the investigation of the incident through the steps of the grievance procedure to arbitration. Stewards will see how various things that occurred during the processing of the grievance affect the ultimate outcome of the case. ☒