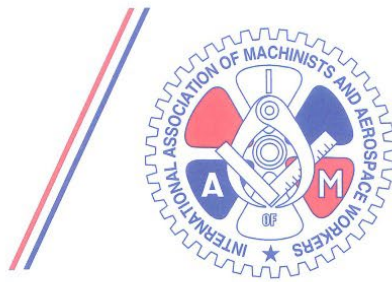


# International Association of Machinists and Aerospace Workers



9000 Machinists Place  
Upper Marlboro, Maryland 20772-2687

Area Code 301  
967-4500



OFFICE OF THE INTERNATIONAL PRESIDENT

1 septiembre 2024

**PARA:** Representantes Directivos de Negocios, Presidentes de Logias Locales, Secretarios de Actas de Logias Locales y Educadores de Logias de Distrito/Logias Locales en todas las Logias en los Estados Unidos y Canadá

Queridos hermanos y hermanas:

Este es el llamado para programas especializados de Administración de Logias Locales que se llevarán a cabo en el 2025 en el Centro de Educación y Tecnología William W. Winpisinger en Hollywood, Maryland.

### Programa de Elecciones de Logias Locales

Este programa de 4 días de duración comienza martes y concluye el viernes por la mañana. El programa es apropiado para todos los funcionarios de las logias locales, pero particularmente para los secretarios de actas y presidentes de las logias locales. También es apropiado para el personal de las logias de distrito y de la Gran Logia. El programa repasa los requisitos de la Constitución de la IAM, las Circulares Oficiales y la ley externa aplicable a las elecciones de las logias locales. Los participantes aplican el conocimiento aprendido a una simulación electoral y a la preparación de materiales para la próxima elección de su logia local. El programa se llevará a cabo en las siguientes fechas:

15 al 18 de abril de 2025

8 al 11 de julio de 2025

### Capacitación de Secretarios de Actas

Este programa de un (1) día se lleva a cabo el lunes inmediatamente anterior al programa de elecciones de logias locales. Debido a que los secretarios de actas de logias locales tienen amplias obligaciones con respecto a la ejecución de las elecciones de logias locales, se alienta a las logias locales a que inscriban a los secretarios de actas tanto en la Capacitación de Secretarios de Actas como en el Programa de Elecciones de Logias Locales. El programa repasa los deberes de los secretarios de actas de logias locales y analiza las mejores prácticas para el éxito. El programa está dirigido a los secretarios de actas de logias locales, pero está abierto a todos los funcionarios de logias locales, así como al personal de logias de distrito y de la gran logia. El programa se llevará a cabo en las siguientes fechas:

14 de abril de 2025

7 de julio de 2025

### Proyecto de Historia de la Logia Local

Este programa especial da la bienvenida a participantes de logias locales o de distrito. Las logias deben seleccionar miembros con interés en investigar, compartir y preservar la historia de su logia local. Los participantes deben

desarrollar un proyecto que ilustre un aspecto histórico de su Logia, incluyendo, entre otros, exhibiciones, presentaciones, preservación de los registros y artefactos históricos de la Logia y/o entrevistas de historia oral.

El plan de estudios para el Proyecto de Historia de la Logia Local incluye estrategias de investigación, preparación y realización de entrevistas de historia oral, mejores prácticas para organizar y preservar los registros de la Logia e implementar las responsabilidades de los comités de historia. Este programa se llevará a cabo en la siguientes fecha:

7 al 12 de septiembre de 2025

En esta carta de convocatoria se incluye la carta de políticas de la IAM que detalla la matrícula, el transporte y el plan de estudios. Utilice el enlace a continuación para inscribir a los miembros para este programa.

[Formulario de inscripción de la administración de la Logia Local](#)

Las inscripciones deben enviarse lo antes posible, pero a más tardar 8 semanas antes de la fecha programada para el inicio del programa. Si tiene alguna pregunta sobre este programa, comuníquese con el Centro Winpisinger al 301-373-3300.

Gracias por su apoyo a estos valiosos programas para nuestros miembros.

Con mis mejores deseos, quedo en solidaridad,

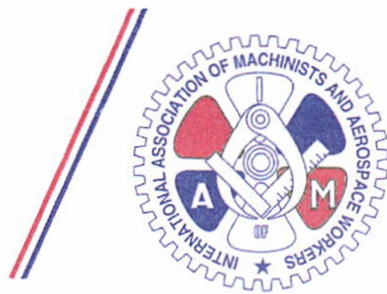


Bryan Bryant  
Presidente Internacional

BB/tjd

cc: Dir. McHugh  
Asst. Dir. Gruber

**International  
Association of  
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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.

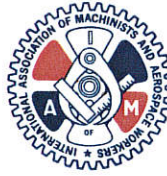
R.T.B.

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. 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.