



Federal Managers Association

FMA Chapter 14 Newsletter

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Chris Belknap

Kyle Denton

President's Message

Esteemed Members,

In March, Chapter 14 sent 6 representatives to the FMA Nationals Convention. We met with 10 of the 12 Washington Congressional Reps. Chapter 14 had outline 4 different objectives for our main focus points during our meetings. Our #1 topic this year was for FERS employees to be allowed to make deposits for non-deduction federal service performed.

Last year Derek Kilmer introduced a bill to address this issue and he was our first meeting of the day. During our discussion with Kilmer, he ensured us he would be re-introducing a bill with some more sponsors. With Kilmer's commitment, Chapter 14 was able to use this information during our discussions with the other Washington State Congressional Reps. in hope for more co-sponsors for Kilmer's bill.

If you are interested in learning more about a committee in FMA please contact the board member directly and see how you can be a part of it!

We look forward to serving you in this upcoming term and value your membership, enthusiasm, and engagement.

Helpful Links

www.fedmanagers.org – FMA National Website

<https://www.facebook.com/FMAChapter14/> - Our Chapter Facebook Page

<http://www.feea.org/> - Federal Employee Education Assistance

Have feedback or suggestions? Send us a message on Facebook!

The FMA Chapter 14 mission is to: participate with management, union, and employee organizations to promote the welfare of Federal Government employees; proactively address issues affecting our members; build relationships with the community; work cooperatively with the national office and other FMA organizations; and provide the organization with financial integrity.

"We are a 100-year-old non-partisan organization that advocates for the federal workforce by protecting employee rights, pay, and benefits! Join us!





Calling All Leaders— We Need Your Help!!!!

CHAPTER 14 NEEDS HELP WITH RECRUITING!!!

Once again our recruiting efforts are in place. As mentioned at our last dinner meeting, we are pushing our recruitment efforts.

We would like to encourage all of you as FMA Members to get involved and recruit members



Chapter 14 FMA 2019 Scholarship Winners!!

Jennifer Price - Don Serry Scholarship Award

Rhyan Grose and Sydney Weaver – Bruce Laurie Scholarship Award

Maggie Gehring – Kaitlyn Emily Myers Memorial Scholarship Award

Rylee Fenske- Radford – Devin Perez Memorial Scholarship Fund

This year I had the wonderful opportunity of managing the Chapter 14 FMA Scholarship awards. It was a very enlightening experience for me. Out of the five scholarship awards (two being new this year) in the four categories, we had a total of 45 applicants. There was a wide range in course studies of the persons applying for these scholarships, including Biochemistry, Nursing, Law school, Food industry, Teaching, and more. As I read through their essay answers before sending them out for vote, it became increasingly difficult knowing that only five out of the many would be selected to receive a scholarship award. All 45 of them, these upcoming pillars of our communities, all deserve praise for their dedicated

educational journeys toward their fulfilling career choices.

These winning recipients will be invited to our FMA BBQ Dinner on Tuesday 11 June 2019!

Come see them receive the awards!



In the past, our Chapter had offered 3 scholarship awards, the Don Serry and two Bruce Laurie Scholarship awards. This year we were pleased to add two new scholarship awards, the Devin Perez Memorial Scholarship Fund and the Kaitlyn Emily Myers Memorial Scholarship Award. These new scholarship awards are in the amount of \$1,500 each, as are each of the Bruce Laurie Scholarship awards. The Don Serry Scholarship Award is in the amount of \$3,000. These scholarship awards provide substantial financial support in aiding in the cost of furthering education. BRAVO to all!

Michael Myers VP Chapter 14

CHAPTER 14 FEDERAL MANAGERS ASSOCIATION

PO BOX 959
Bremerton, WA
98337

E-mail: email@fachapter14.org
Publisher: Brenda Lancaster



Federal Managers Association (FMA) Chapter 14. Any federal supervisor/ manager or federal employee may join! Receive advocacy, benefits, discounts & networking opportunities.

Our members have been busy! Representatives from Chapter 14 Federal Managers Association attending the “Day on the Hill” with Representative Derek Kilmer-Wa



March 10, 2019 I was able to go to Washington DC for the National Federal Managers Association annual convention and it was very insightful. Some of the things I enjoyed was the training, and the open discussions. I also enjoyed meeting my Chapter's current legislative representatives. This whole experience was very eye opening and encouraging. I know I want to be more involved and bring more ideas to our current Chapter. Some things I would do differently are; Creating easier to read handouts for our Congressman and Senators, get more involvement (if you can) from the Chapter of subjects to bring up that way everyone feels involved. That is really all that I can think of. I do have some ideas about the FMA and going further though that maybe we can discuss at a different time? Thank you for the opportunity though, much appreciated.

Nichole Sawyers



Meet Chapter 14 FMA Board Members 2019

Rita Birang, MPA, SHRM-SCP , Director, USAPACFLT Human Resources Office Northwest

Ms. Birang is currently the Director of the USPACFLT Human Resources Office Northwest located at Puget Sound Naval Shipyard in Bremerton, Washington. Ms. Birang has been an HR Director since 2008.

Ms. Birang began her 29-year Federal career with the Internal Revenue Service in 1990. She began her career in Human Resources in 1997 as a Labor and Employee Relations Specialist. Ms. Birang left the Internal Revenue Service in 2000 and joined the Department of the Navy as a Human Resources Specialist. In 2001 she was promoted to a Supervisory Human Resources Specialist. She was selected as the Regional Deputy Human Resources Director in 2005 and as the Regional Director of the Human Resources Office Northwest in 2008 under Commander, Navy Installations Command (CNIC). In 2013 she was reassigned to the U.S. Commander Pacific Fleet to serve as the Human Resources Director for the Northwest Office, servicing Puget Sound Naval Shipyard and Intermediate Maintenance Facility PSNS & IMF), a command that employs over 12,000 civilians and Trident Refit Facility, employing over 1,200 civilians. In 2011 and 2012 she served two three-month details as Staff Director to the Deputy Assistant Secretary of the Navy for Civilian Human Resources.

Ms. Birang's most important work related values are integrity and dependability. She values teamwork as a means of achieving results.

Ms. Birang holds a Masters Degree in Public Administration from Indiana University and a Bachelor of Arts in Spanish and French from Portland State University. Additionally, she holds the certification of Senior Professional in Human

Kyle Denton, Mechanic Talent Development Team

Kyle Denton graduated from the Shop 67 Electronics Apprenticeship, where he gained experience in Shop 52 Calibration supporting Operation Tomadachi, and over a year working in Shop 51 as a Marine Electrician. In 2012, the command selected him to lead the Mechanic Talent Development Team, which aided the formation of the Continuous Training and Development Program. His team earned a NAVSEA Excellence Award for their efforts building Combat Systems College, and since that time, Kyle has focused on integrating process improvement and people improvement into the way we execute work. He has continued to have a passion for learning with each new role focused on making programs to improve the way we do business and support the Navy.

Kyle was recognized for his efforts supporting the command's streamlined new employee program; awarded for the PRO-020 training program certification for outboard electrical cable encapsulation; cited by NAVSEA for his efforts leading the 2015 Electrical Community of Practice; recognized for his volunteer work by the Washington State Governor's office at the annual LEAN Transformation Conference; and he advocates and volunteers for the NAVSEA K-12 STEM Outreach Program. For the last 19 months, Kyle has led a team of 78 individuals across 10 NAVSEA organizations in the development of a Naval Shipyard Fiber Optics Training Program and the NAVSEA Fiber Optics Knowledge Sharing Network. Certified in February 2019, this effort realizes \$14,000,000 cost-savings over a five year period, while improving shipyard capabilities to meet the increasing use of new fiber optics technology onboard Naval vessels. Most recently, Kyle took on the role of 2019 Corporate Lead for the Electrical Community of Practice.

Kyle carries his passion for improvement and learning wherever he goes. After graduating from Olympic College with the Apprenticeship in 2013, he completed a Bachelor's of Science in Workforce Education and Development from Southern Illinois University in 2015, and a Masters of Arts in Organizational Leadership from Gonzaga University in 2018. Kyle was granted a research assistantship at Gonzaga University where he continues his studies of global mindset and leadership development, as he pursues a PhD in the Doctoral Program in Leadership Studies. He is an avid mountain climber, hiker, and traveler who mixes adventure and photography to share leadership stories and inspire action. His doctoral work takes him and his family around the world and to the tops of mountains as he captures perspectives and builds a picture of leadership effectiveness.

True Leadership starts with Empathy:

Article by Brigitte Hyacinth

HRO CORNER

1. Show that you Care - If we treat people only as the means to an end, we will never have their loyalty. Don't just consider them as a robot on your cog-like production line. Treat your people right. It doesn't mean being overly attentive or soft but demonstrate that you value people. It doesn't take much to show people that you care. If you have an employee on extended sick leave or who loses a family member. Pick up the phone and call them. Be genuinely sympathetic. It will mean the world to them. Sending a card or flowers is good, but take the time to call them. This is something they will never forget. You don't have to pry. Just a simple question as, "How are you doing today?" will let them know that you care.

Leadership is not about being in charge. Leadership is about taking care of those in your charge." ~ Simon Sinek

2. Show Respect - Wanting employees to come in early and leave late on a daily basis shows a lack of respect for their personal lives. Additionally, contacting them after work hours or while they are on vacation should be avoided. Yes there are situations where you will need to, but this should not be the norm. When employees realize that you don't care about them by infringing on their personal time, everything you do regarding relationship building activities will seem superficial.

3. Connect with your Team - Be visible. Make your presence felt. Don't just lock yourself in your office for the whole day and only communicate with staff when you want something done. How can you motivate the troops when you are out of sight? Come down from the mountaintop and mix and mingle with your subordinates. Sit at lunch with them. Get to know your team. Empathy and listening go hand in hand. Listening forms the foundation of good relationships. Why? Because it shows you care.

4. Advocate for Staff - Exhibit loyalty to your employees. In some cases if a complaint is made against an employee, the manager is quick to jump in, and suddenly all the good the employee has done is cast into the sea of forgetfulness. Don't be the judge, jury, and executioner. Don't throw your people under the bus, let them know you have their back. Managers also lose credibility when they refuse to hold themselves accountable, point fingers and palm of the blame on others.

5. Grant Autonomy - Micromanaging and breathing down someone's neck all the time can be very disheartening. Sometimes knowing when to step back and let your employees do their work is what they need. Give people responsibility and challenges that will help them to grow. Let them come up with ideas. When you empower your employees it shows that you trust them and they will not want to let you down.

6. Be Fair and Neutral - We know too well about office politics and favoritism. It's really sad when employees can tell who will be getting the next promotion based on a manager's relationship with some employees. Unfair practices relate to how vacancies are filled, disciplining inconsistently and even in how a leader allows leeway in work schedules. This fosters low engagement. Give constructive feedback rather than criticism. Don't give preferential treatment to some employees and ignore others.

7. Share and Give Credit. - Don't brush over your team's successes with a bland acknowledgement while automatically working towards the next goal? Be generous with Reward and Recognition and "Thank Yous." Recognize publicly. Rather than just recognizing top performers include those who are improving or doing their best. Furthermore, Celebrate victories. Don't be a taskmaster! Yes, employees already know that they come to the office to do a job, but you should not stop them from having fun as well.

" Everyone you meet is fighting a battle you know nothing about. Be kind. Always. "

Leadership is about people -full stop! If you don't have a passion for people, you have no business leading them. In a perfect world, employees leave their problems at the door. In this not-so-perfect world, they bring them to work. We need leaders who will practice empathy. According to studies, empathy is the single biggest leadership skill needed today.

Sometimes it's the little things we do that counts the most. It's the simple things people remember. The thoughtful gesture, the kind word, the much needed support. It's doesn't cost much to show employees you genuinely care, but it can make the biggest difference in keeping them loyal, happy and engaged.



FMA Chapter 14 Dinner

When: Tuesday May 14th, 2019

Time: Social hour starts at 430pm

Where: Bremerton Elks Lodge (4131 Pine Rd NE)

Cost: \$18 per person

Food: Enchiladas / Tacos

Attire: Business Casual, Casual

**Guest Speaker: Elisabeth Clymer,
Cancer Pathways**

Honoring Codes & Trades: Codes 600, 700, 1100, and HR
Trades 730, 740 and 750

Members & Future Members: RSVP MUST INCLUDE names of attendees and # of dinners

Please provide RSVP to your Trade/Code Representative ASAP!

(If you don't know who your rep is please contact brenda.lancaster@navy.mil)

Shop/Trade/Code Reps: Provide your count to jerry.grose@navy.mil

No LATER than Tuesday May 7th, 2019

Which FMA Membership is Right for You?

FMA offers several membership categories. Choose the one that's right for you by reviewing the different member types below. When you are ready to apply, please see one of your board members and let them help with getting an application for member package to you!!

Chapter Membership: Contact your Chapter Leader to Apply!

Dues – Local chapter dues are \$8.00 per pay period and Dues are withdrawn through payroll deduction.

Regular Members

This category includes all federal supervisory or managerial personnel. Regular members may hold any elected or appointed office in the association and the membership is held within a local FMA chapter.

Associate Members

Associate membership includes all individuals not otherwise recognized who profess an interest in the purpose and goals of the association. Associate members shall be entitled to all benefits and services offered by the association, except they may not hold any elected office above the chapter level in this association. Associate members may hold elected or appointed office in their local chapter if so authorized by the local chapter by-laws.

Retired Members

Any retired or retiring member may retain their membership and will be entitled to all rights, benefits and privileges of the members of the association. Retired chapter members may hold elected or appointed office in their local chapters if so authorized by their local chapter by-laws.

Lifetime Retired Members

Become a lifetime retired member of FMA for just \$250! Retired Lifetime Members may be assessed additional fees through affiliation with a local FMA chapter, and therefore must abide by the by-laws of the local chapter regarding lifetime membership.

Membership at Large:

This category includes any individual qualified to be a regular member who lives in an area or works in an agency without a local chapter. Members-at-Large pay dues directly to the National Office. Members-at-Large may hold elected office as National President, National Vice-President, National Secretary, and National Treasurer in this association. Members-at-large may become a member in a chapter within the area of the applicant's permanent residence, if accepted by that chapter.

Dues –

Members-At-Large - Chapter 14 FMA \$208 annually

Members-at-Large, Retired - Chapter 14 FMA \$104 annually

Lifetime Retired Members: \$250 one-time fee!

This category gives any eligible retired federal manager an opportunity to become a lifetime member of FMA by paying a one-time fee. Retired Lifetime Members-at-Large will not be assessed any additional fees unless they wish to be affiliated with a local FMA chapter.

FMA PERKS

Shaw, Bransford & Roth P.C.

Shaw, Bransford & Roth (SBR) provides legal services to FMA Members. Members receive: • Two free 30-minute phone consultations about legal issues concerning federal employment, retirement, or estate planning and taxation issues. The second consultation cannot be related to the first.

• Five percent discount for additional legal services if you choose to retain the firm of Shaw, Bransford & Roth.

To contact the law firm, please write to hotline@shawbransford.com, or call (202) 463-8400.

Long Term Care Partners

As a member of FMA, you understand the importance of planning for the future. But, have you really planned for everything your future might bring? Long term care helps when you can no longer perform everyday tasks by yourself due to a chronic illness, injury, disability or the aging process.

The **Federal Long Term Care Insurance Program (FLTCIP)** is sponsored by the federal government to help enrollees and their loved ones defray the high costs of long term care. Get a personalized quote by calling FLTCIP at **800-LTC-FEDS**.

The Federal Manager magazine

Members receive a free subscription to FMA's informative quarterly magazine, which updates federal managers on management-related topics, professional development, and current or potential legislation affecting them. Read the most recent *Federal Manager* issue right from your computer or mobile device! Visit www.fedmanagers.org/magazine today to read our most recent issue.

The Washington Report

A must have for federal managers! FMA's bi-weekly e-newsletter details the latest developments on Capitol Hill and other matters that affect your career. If you are not receiving the *Washington Report*, email the FMA National Office at info@fedmanagers.org and provide us with your preferred email address.

FEDS Professional Liability

Federal Employee Defense Services provides insurance services to the federal community when accused of misconduct or wrongdoing in the course of rendering a professional service. When joining at www.fedsprotection.com be sure to note your affiliation with FMA. Use **FMA's \$10 Discount Code: FMA@Work** to save. Join today -- you can't afford to *not* have it!

Hotel and Car Rental Discounts

Let Local Hospitality find you the best travel deals! Take advantage of savings that may exceed **50%** and average **10-20%** below best available hotel rates, while car rental discounts may exceed **35%** at over 30,000 worldwide locations! Book your next trip through the FMA portal at www.fedmanagers.org/travel.

American Public University

Thanks to the American Public University System, feds can now earn degrees & certificates more easily in mission-critical occupations. FMA members enjoy a 5% Tuition Grant, a Transfer Credit Evaluation Fee Waiver and an Undergraduate Book Grant. Visit www.apuspartners.com/fma to find out why more than 100,000 students around the world choose APUS for their higher education needs.

FMA-FEEA Scholarship Fund

The **Federal Managers Association** has awarded academic scholarships to deserving candidates for more than two decades.

All FMA members, dependents and spouses, are eligible for FMA scholarships. Visit <https://feea.org/our-programs/scholarships/> for more information. Donate at www.feea.org/givefma.

BlueCross BlueShield

The **Service Benefit Plan** proves there is more to your family's health and wellness than benefits and premiums. Check out all the **BCBS Federal Employee Program** has to offer you as a fed by visiting www.fepblue.org today.



FMA Government Affairs Success



The Federal Managers Association (FMA) has done critical work to pass legislation that protects you and your fellow federal employees. Additionally, the association has successfully intervened on behalf of supervisors and managers in the federal government to correct issues within their departments.

Averted Pay Freeze in 2019: *FMA members helped persuade Congress to override the administration's call for an across-the-board pay freeze. Federal employees will instead receive a 1.9 percent pay raise in 2019.*

New Locality Pay Areas for 2019: *FMA advocated for the designation of six new locality pay areas for 2019, which President Trump approved in late 2018 and went into effect at the conclusion of the partial pay freeze. These new locality pay designations will positively impact nearly 72,000 employees in Birmingham, Alabama; Burlington, Vermont; Corpus Christi, Texas; Omaha, Nebraska; San Antonio, Texas; and, Virginia Beach/Norfolk, Virginia.*

Repeal of DOD Cuts to Long-Term TDY Per Diems: *FMA worked tirelessly for nearly four years to repeal drastic cuts of as much as 45 percent to Department of Defense (DOD) long-term TDY per diems. As a result of our efforts, DOD may no longer reduce the employee per diem allowance based on the duration of the TDY assignment.*

Preventing Negative Legislation: *FMA stopped harmful bills proposed by Congress that would have increased pension contributions for existing federal employees, eroded due process, and wiped out the rate of return of the Thrift Savings Plan G Fund.*

Wounded Warriors Federal Leave Act: *Thanks to FMA, new feds with a service-connected disability will begin their career with 104 hours of additional sick leave to use for their disability appointments and treatment during their first year as federal employees. In addition to the legislative action, FMA worked with rule makers at the Office of Personnel Management (OPM) who drafted exemplary rules for implementation. The Congressional Budget Office estimates the law, which took effect on November 5, 2016, will assist 45,000 disabled veterans in its first five years.*

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Disabled Veteran Leave Extension to FAA: FMA worked with legislators in the House and Senate to extend eligibility for disabled veteran leave to Title 49 employees (Federal Aviation Administration) through the passage of the Federal Aviation Administration Veteran Transition Improvement Act of 2016 (P.L. 114-242).

FERS Sick Leave Credit: Those enrolled in the Federal Employees Retirement System (FERS) receive an average of at least \$500 a year for applying unused sick leave towards their retirement plan. FMA was the driving force behind this legislation that rewards feds for responsible use of leave.

Administrative Leave Reform: The Administrative Leave Act, included in the final conference report of the National Defense Authorization Act (NDAA) in December 2016, establishes clear timelines, definitions, and new leave categories, which will bring much-needed uniformity, transparency, and accountability to federal agencies, while reducing waste in the federal government.

Competitive Service Act: The Competitive Service Act (P.L. 114-137) is a hiring reform which FMA facilitated passage of that allows federal agencies to review and select job candidates from other federal agencies' "best qualified list" of applicants.

FEHBP Self Plus One: In the Bipartisan Budget Plan (P.L. 113-67), Members of Congress called for the Office of Personnel Management to offer a "Self Plus One" option to federal employees enrolled in the Federal Employees Health Benefits Program (FEHBP). FMA long advocated for this option, as it would immediately reduce federal spending and provide affordable health care to couples or single parents with one child. The 2016 FEHBP plan year was the first time feds could sign up for this option.

Elimination of Holman Rule: In the 115th Congress, House leadership reinstituted the draconian Holman Rule, which could selectively target and reduce any individual federal employee's salary to as low as \$1. FMA and allies pushed against this rule and worked with House leadership to prevent its inclusion in the 116th Congress.

Hatch Act Reform: Feds are no longer subject to mandatory, immediate termination on a first offense of the Hatch Act. FMA submitted written testimony to congressional hearings in support of this common-sense reform.

Phased Retirement: Employees who are retirement-eligible now have the choice of switching to part-time work, drawing a partial salary and a partial annuity, both prorated according to the time worked.

Reemployed Annuitants Legislation: FMA's efforts were crucial to the passage of legislation that allows retired feds to return to service part-time without offsetting their annuities.

Locality Pay Extension: Federal employees in Alaska, Hawaii, and U.S. Territories now receive locality pay. Thanks to work done by FMA local chapters in Hawaii, the legislation signed into law closely mirrored FMA's proposal.

Help FMA Help You

Being an FMA member is the first step to protecting your career and becoming the best public servant you can be. The following are some ways you can assist FMA staff and leaders help you and your career:

Provide the FMA National Office with your non-government email address and cell phone number so that we may alert you to any matter, political or not, that may affect your work.

Personalize and forward action letters, provided by FMA, to your Senators and Representative.

Take part in FMA Regional and Chapter meetings.

Attend FMA's National Convention and Management Training Seminar each year in March.

Visit your elected officials and let them know your concerns. Also, follow up with your Senators and Representative in his/her local office where they often have more time to focus on their constituents.

Inform the FM National Office of your concerns and suggestions. Write to us at gstanford@fedmanagers.org or bdavis@fedmanagers.org, or call (703) 683-8700.

FMA is Working for You.





FEDERAL MANAGERS ASSOCIATION
CHAPTER 14
P. O. BOX 959
BREMERTON, WA 98337-0212

Application for Membership

Membership dues are \$208.00 (\$104.00 for retirees) per year. Dues are payable by cash/check or a payroll deduction of \$8.00 per pay period. If you elect to pay dues via payroll deduction, please complete Standard Form 1187 Request for Payroll Deductions for Labor Organization Dues.

I hereby submit this application for membership in Chapter 14, Federal Managers Association.

I elect to pay via (check one): ☐ Payroll Deduction ☐ Check

Street Address

City

State

Zip Code (9 Digits)

Home Phone

Work Phone

Personal Email Address

Date of Birth (mm/dd/yyyy)

Recruited By:

Activity (PSNS, IMF, FISC, HRSC)

Shop/Code

Position/Title

Applicant Signature

Date (mm/dd/yyyy)

For Organization Use Only

☐ Regular Member

☐ Corporate Member

☐ Chapter President

☐ Retired Member

☐ Member-At-Large

☐ Chapter Treasurer

☐ Associate Member

☐ Cancel Membership

☐ Committee Chairperson

☐ Life Member

☐ Address Change

☐ Legislative Action Team Leader

Payroll SF-1187:

NMCI Email Distribution List

Membership
Number

SF 1187 Submitted

Gmail Distribution List

SF 1187 Processed

Certificate

14

REQUEST FOR PAYROLL DEDUCTIONS FOR LABOR ORGANIZATION DUES

Privacy Act Statement

Section 5525 of Title 5 United States Code (Allotments and Assignments of Pay) permits Federal agencies to collect this information. This completed form is used to request that labor organization dues be deducted from your pay and to notify your labor organization of the deduction. Completing this form is voluntary, but it may not be processed if all requested information is not provided.

This record may be disclosed outside your agency to: 1) the Department of the Treasury to make proper financial adjustments; 2) a Congressional office if you make an inquiry to that office related to this record; 3) a court or an appropriate Government agency if the Government is party to a legal suit; 4) an appropriate law enforcement agency if we become aware of a legal violation;

5) an organization which is a designated collection agent of a particular labor organization; and 6) other Federal agencies for management, statistical and other official functions (without your personal identification).

Executive Order 9397 allows Federal agencies to use the social security number (SSN) as an individual identifier to avoid confusion caused by employees with the same or similar names. Supplying your SSN is voluntary, but failure to provide it, when it is used as the employee identification number, may mean that payroll deductions cannot be processed.

Your agency shall provide an additional statement if it uses the information furnished on this form for purposes other than those mentioned above.

1. Name of Employee (Print or Type-Last, First, Middle)	2. Employee Badge Number	3. Timekeeper Number
4. Home Address (Street Number, City, State and ZIP Code)	5. Name of Agency (Include Bureau, Division, Branch or Other Designation) DEPARTMENT OF THE NAVY PUGET SOUND NAVAL SHIPYARD AND INTERMEDIATE MAINTENANCE FACILITY 1400 FARRAGUT AVENUE BREMERTON, WA 98314-5001 SHOP/CODE	

Section A-For Use By Labor Organization

Name of Labor Organization (Include Local, Branch, Lodge or Other Appropriate Identification)
**FEDERAL MANAGERS ASSOCIATION
CHAPTER 14 (N62A)
P.O. BOX 959
BREMERTON, WA 98337-0212**

I hereby certify that the regular dues of this organization for the above named member are currently established at \$ 8.00 per (biweekly pay period) (~~calendar month~~). (Strike out whichever period is not appropriate, based on arrangement with the employee's agency.)

Signature and Title of Authorized Official

FMA CHAPTER 14 MEMBERSHIP COORDINATOR

Date (Month, Day, Year)

Section B-Authorization By Employee

I hereby authorize the above named agency to deduct from my pay each pay period, or the first full pay period of each month, the amount certified above as the regular dues of the (Name of Labor Organization):

Federal Manager's Association Chapter 14

and to remit such amount to that labor organization in accordance with its arrangements with my employing agency. I further authorize any change in the amount to be deducted which is certified by the above named labor organization as a uniform change in its dues structure.

I understand that this authorization, if for a biweekly deduction, will become effective the pay period following its receipt in the payroll office

of my employing agency. I further understand that Standard Form 1188, Cancellation of Payroll Deductions for Labor Organization Dues, is available from my employing agency, and that I may cancel this authorization by filing Standard Form 1188 or other written cancellation request with the payroll office of my employing agency. Such cancellation will not be effective however, until the first full pay period which begins on or after the next established cancellation date of the calendar year after the cancellation is received in the payroll office.

Contributions or gifts (including dues) to the labor organization shown at left are not tax deductible as charitable contributions. However, they may be tax deductible under other provisions of the Internal Revenue Code.

Signature of Employee	Date (Month, Day, Year)	
FOR COMPLETION BY AGENCY ONLY- The above named employee and labor organization meet the requirements for dues withholding. (Mark the appropriate box. If "YES", send this form to payroll. If "NO", return this form to the labor organization.)	YES	NO

1-Agency Copy

2-Labor Organization Copy

3-Employee Copy