



## New housing process; OWCP and membership

**A**s announced earlier, NALC will use a new online hotel room reservation process for the 67th Biennial Convention to be held in Anaheim, California, August 9-13, 2010.

Although a paper method will be available for those who do not have Internet access, the online reservation method will be faster and better. You receive up-to-date availability, information on the cancellation policy of that hotel and an instant reservation acknowledgment. More information will be forthcoming on how to reserve a large number of rooms. Meanwhile, all branch secretaries should note the following:

- The usual process of mailing a delegate eligibility list (DEL), either on paper or electronic disk, to each branch secretary remains the same. However, **no housing information will accompany the DEL mailing.**
- When NALC Headquarters registers your delegates and mails the credentials, the packet will include all the necessary information pertinent to booking rooms online.
- When you register online, you will have immediate access to the NALC block. Should your preferred hotel not be available, you should book your next choice and then contact the Anaheim Housing Bureau via e-mail or fax, indicating your confirmation number at the reserved hotel and your preferred choice. The Bureau will wait-list you and put you in your preferred choice should a room become available.
- Branch secretaries may prefer to copy the instructions to give to each delegate to make their own reservations.
- For branch secretaries or delegates without Internet access, NALC will include with all credential mailings a room reservation form with a fax number and phone number of the Anaheim Housing Bureau. Branch secretaries may make all reservations in this manner or copy the form to give to the delegates to reserve their own rooms.

Again, branch secretaries are reminded there will be no housing information included in the mailing of the DELs later this month or early February. That information will be provided when Headquarters mails the credentials.

### OWCP and Membership

**Members on OWCP who remain on the branch's roster in a NO-DED (no dues deduction) status because they have not separated from the USPS:** National Headquarters deducts the national per capita and state dues from the branch's

reimbursement check for NO-DED members. The branch may seek full dues payment from such members. However, some branches opt to forgive the entire "cost" and other branches seek only payment from the member for the national and state dues. Regardless of which option the branch selects, every member of the branch must be treated the same regarding dues payments.

**Members on OWCP who are eventually separated from the USPS:** These members will show up on the branch's roster as SEP (separated from USPS employment). Members listed as SEP because they are on OWCP have the option of retaining their membership in the NALC. These members fall into two different categories:

- If they have not yet retired, they must pay active letter carrier dues until they seek and obtain retirement status from the USPS. The branch should notify NALC's Membership Department that the member intends to continue NALC membership. The member will be listed on the per capita tax call, which bills branches semi-annually for national and state dues. It is the branch's responsibility to collect the full amount of dues—national per capita, state and local—and remit the national and state portion to NALC Headquarters. If the departee refuses to pay the branch, the branch may write my office and request membership be canceled due to non-payment of dues.
- Members who *retire* under OWCP must also be placed on the semi-yearly per capita tax call, as NALC has not been able to obtain an agreement with the Department of Labor, which handles OWCP, for dues deductions. The branch must notify the Membership Department that this person does not receive an annuity check from the Office of Personnel Management (OPM), but rather OWCP, and thus should appear on the semi-annual per capita tax roster.

**Note:** In many cases, the Membership Department has already sent a Form 1189, as we do not know when a member appears as RET (retired) on our tapes that the person did not retire under OPM. Therefore, when someone who retired under OWCP returns the Form 1189 to NALC Headquarters, retirement information is entered in the member's record, and the Form 1189 is then forwarded to OPM so dues deductions may be initiated. However, the member does not receive a check from OPM, so the form is kicked back by OPM. The branch should follow up with this member once the branch is notified of the situation by Headquarters. ☒