

December 13, 2011

To: Branches & Facilities – Prairie Region

Prairie 2012 Winter Steward Training

We will be undertaking a training program in each region. The primary audience for this program should be Stewards and Branch Executives but any CATCA member wishing to attend will be welcomed.

The basic schedule of events in each region will be a one day seminar covering a number of topics presented by the National Executive, our CAW Staff Representative, your RVP and a visiting RVP.

The Prairie Region Seminars are as follows:

Edmonton Area:

Wednesday February 1, 2012
8:00 – 15:00
Royal Executive Inn
8450 Sparrow Drive
Leduc, AB

Winnipeg Area:

Thursday February 2, 2012
8:00 – 16:00
Four Points Winnipeg Area
1999 Wellington Avenue
Winnipeg, MB

Travel to Edmonton will be either the evening of the 31st or the morning of the 1st, and travel home will be on the evening of the 1st.

Travel to Winnipeg will be either the evening of the 1st or the morning of the 2nd, and travel home will be on the evening of the 2nd.

Each branch shall be entitled to send (1) representative for the first thirty (30) members in such branch and one additional representative for each additional thirty (30) members or part thereof.

Each Branch/Facility shall be entitled to at least one (1) observer. Branches with more than three (3) delegates shall be allowed one (1) additional observer for each additional three (3) delegates or portion thereof.

Travel, accommodation, and per diem will be paid by the National Office. Lost time will be the responsibility of the individuals attending.

Your Regional Vice President will need the names and addresses of those attending as soon as possible but no later than **December 21, 2011**.

All travel arrangements will be made by the CATCA National Office. If your branch wishes to send more people at branch expense please advise your RVP.

In solidarity,

Greg Myles
President

Doug Best
Executive Vice President