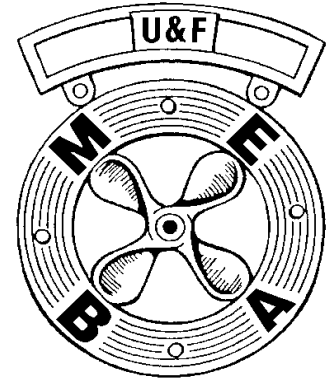


District No.1-PCD, M.E.B.A.
(AFL-CIO)

MEMORANDUM



To: All M.E.B.A. Member Chief Engineers,
Masters, 1st A/Es and Chief Mates

From: District Investigating Committee (DIC)

Date: June 2016

Subject: New Applicants

New Applicants to the Union must submit within twelve (12) months of their date of Application, two (2) letters of recommendation from a Chief or 1st Assistant Engineers for engineering applicants or from a Master or Chief Mate for deck applicants with whom they have sailed for at least sixty (60) days as a licensed officer under a M.E.B.A. contract after their effective Date of Application. The M.E.B.A.'s goal is to seek evaluations of new applicants to determine if they have the potential to be good Union members and good licensed officers. If you feel the individual applicant has the potential to be a good Union member and a good licensed officer, please give them your recommendation.

The District Investigating Committee is very concerned and needs to know if this Applicant does not meet the criteria of having the potential to be a good Union member and also a good licensed officer. If this is the case, please complete a letter to not recommend the applicant for membership. During any time in the application process that is at least 25 months from the Date of Application, any negative letters, letters not to recommend or facts contained in the file of the Applicant will be investigated and may delay the membership process or may result in their application being denied and being declared null and void.

The letter can be on ship's letterhead or the Union's standard recommend/not recommend form and given to the individual or sent to Headquarters. The Headquarters address is:

D1 – PCD, M.E.B.A.
Attention: DIC
444 North Capitol St, NW
Suite 800
Washington, DC 20001

Thank you for your time and attention in participating in this important process. You are an important part of the M.E.B.A.'s process that determines if our applicants are suitable to gain the privilege of membership. We appreciate your help.

TO: **District Investigating Committee (DIC)**, District No. 1-PCD, M.E.B.A. (AFL-CIO)

FROM: _____
(Print Name) (Title – C/E, Master, I/E or C/M)

SUBJECT: Letter to **Recommend Not Recommend** Applicant for Membership

FOR: _____ SSN of Applicant: _____
(Please Print Applicant's Name) (Last 4 Numbers)

I am the _____ of the _____ and a
(Title – C/E, Master, I/E or C/M) (Name of Ship)
member of District No. 1-PCD, M.E.B.A. (AFL-CIO) (D1-M.E.B.A.) _____
(Book Number)

The above named individual has sailed under the authority of their license as a
_____ for approximately _____ days.
(Title/Position) (30 days minimum required)

His/her assignment started on _____ and ended on _____.
(Date) (Date)

When I left the _____ on _____ the individual
(Name of Ship) (Date)
completed the assignment/ did not complete the assignment/ was still onboard.

I have observed this applicant's job performance and union attitudes and
recommend/ do not recommend him/her for membership in our Union, D1-M.E.B.A.

Comments: _____

(Use Separate Page or Back for Additional Comments and indicate below)
Fraternally Submitted,

(Date) (Signature of Member) (Title – C/E, Master, I/E or C/M)

Additional Comments: **Enclosed/ Over/ None**

NOTE: This letter can be given to the engineer/mate to forward to Headquarters or it can be forwarded directly to Headquarters: Attention: DIC, District No. 1-PCD, M.E.B.A. (AFL-CIO), Suite 800, 444 North Capitol St, NW, Washington, DC 20001 **or emailed to membership@mebaunion.org**