



**American Federation of Government Employees**

***LOCAL 525***

*Federal Correctional Institution, Williamsburg*

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Date: June 1, 2009

Reply To: J. Norman, Vice President

Subject: Intent to negotiate Compressed Work Schedule/Financial Management Department

To: B. Meeks, Associate Warden

We are requesting a formal meeting at your earliest convenience to discuss the implementation of alternative schedules within the Financial Management department. Thank you in advance for your assistance in this matter. Please email me with the date in which you would like to discuss this matter.