



NORTHWEST LABORERS-EMPLOYERS TRAINING TRUST FUND



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MEMO

Date: November 9, 2011

To: All Locals

From: Mike Warren *mlw*
Training Director

Re: "3 Strikes and you are on the Stand-by list"

Due to a consistent and increasing number of individuals over the years that have registered for classes but have failed to show up and/or failed to notify the Training Trust that they will be unable to attend, we will implement a new attendance policy.

Effective November 28, 2011, the Northwest Laborers-Employers Training Trust will implement a "3 Strikes" policy regarding class registration.

Everyone will begin with a fresh record. Those individuals that accumulate 3 or more no-shows to a class will no longer be hard scheduled into future classes so to make seat space available for everyone else. Individuals that reach the "3 Strikes" policy will be put on a "stand-by list" for all future classes or until they have successfully attended 3 consecutive classes.

This policy is intended to improve efficiency, cut costs and increase participation for the benefit of the Participants of the Trust.