

DEPARTMENT OF HOMELAND SECURITY
Transportation Security Administration

VOLUNTARY DEDUCTION / CANCELLATION OF AFGE UNION DUES

INSTRUCTIONS: Sections I, II, and IV are to be completed by employee. Section III must be completed by the AFGE Local Representative, and Section V will be completed by the TSA Office of Human Capital (OHC) HRAccess. Please type or print the required information in the spaces below. Human Resources/Payroll Specialist will retain the original and provide a copy to the employee.				
SECTION I. Employee Information				
Last Name:		First Name:		SSN: (full)
Home Address: (Number and Street)		(City)	(State)	(Zip Code)
Contact Number: () -		Airport Code/Office:		
Personal email address: (optional)				
SECTION II. Voluntary Deduction Request				
Labor Organization – <i>American Federation of Government Employees (AFGE)</i>				
Action Requested: (check only one box)				
<input type="checkbox"/> Establish AFGE Dues Deduction – <i>Employees must contribute dues for a minimum of one (1) year.</i>				
<input type="checkbox"/> Cancel AFGE Dues Deduction – <i>Cancellations must be submitted during the time frame specified in Section IV.</i>				
SECTION III. Union Representative Only				
Amount to be Deducted Bi-weekly: \$		ID or Local Number: (if applicable):		
Union Representative Name		Union Representative Signature		Date
SECTION IV. Employee Acknowledgment				
<p>I hereby authorize TSA to deduct from my pay each pay period the amount certified above as the regular dues of the AFGE Local, and to remit such amount to AFGE in accordance with its arrangements with TSA. I understand that this authorization will become effective the pay period following its receipt in the TSA Payroll Office. I understand that the AFGE has the right to change the amount to be deducted when certified by AFGE at any given time after my membership begins. I further understand I must resubmit this form to cancel dues deductions for AFGE, and that I may only cancel this dues deduction after my initial one-year anniversary membership date or upon my selection to a position not covered by the bargaining unit. I fully understand that after completing my initial one (1) year of contributions, I can cancel my contributions within two (2) pay periods prior to or two (2) pay periods after my anniversary membership date each year. Cancellations relating to a position change can be submitted upon the effective date of this action. Cancellations will be effective the first full pay period after the form is received in the TSA Payroll Office. Bargaining unit employees who have elected to have dues withheld, who are reassigned from one airport to another, will continue to have dues withheld.</p>				
Signature		Date		
SECTION V. TSA Payroll Office Use ONLY				
Voluntary Deduction Code:		Collection Code:		

TSA Payroll Office Processing Instructions – Forward to:

TSA HRAccess Shared Service Center
Metroplace I, 2650 Park Tower Drive, Suite 201
Vienna, VA 22180-7300

PRIVACY ACT STATEMENT: AUTHORITY: 49 U.S.C. § 114(n); E.O. 9397. **PRINCIPAL PURPOSE(S):** To request that union dues be deducted from your pay, or cancel union dues from being deducted from your pay, and notify AFGE accordingly. **ROUTINE USE(S):** Information may be shared with the Department of the Treasury, with employees of AFGE, or for other routine uses listed in the Transportation Security Administration's system of records notice, DHS/TSA 022 National Finance Center (NFC) Payroll Personnel System. **DISCLOSURE:** Voluntary; failure to furnish the requested information may result in an inability to process your request. **Your SSN is requested by AFGE for reporting requirements.** Supplying your SSN is voluntary, but failure to provide it may result in inability to process your payroll deduction/cancellation request.



Local 1040 New Hire Guide

1. Follow the SOP and listen to your OJT Mentor and don't forget to take your time.
2. Make sure that before you're off OJT you have the knowledge to work on your own don't just sign off on it.
3. Ask lots of questions and never rush because of a long line.
4. Attendance, try not to take unscheduled leave while on probation.
5. If you can't get a day off use the shift trade, as a way to get the day off you need.
6. If you have a problem, talk to the Union for advice we can help point you in the right direction.

For more information about your Union:

National: Afge.org

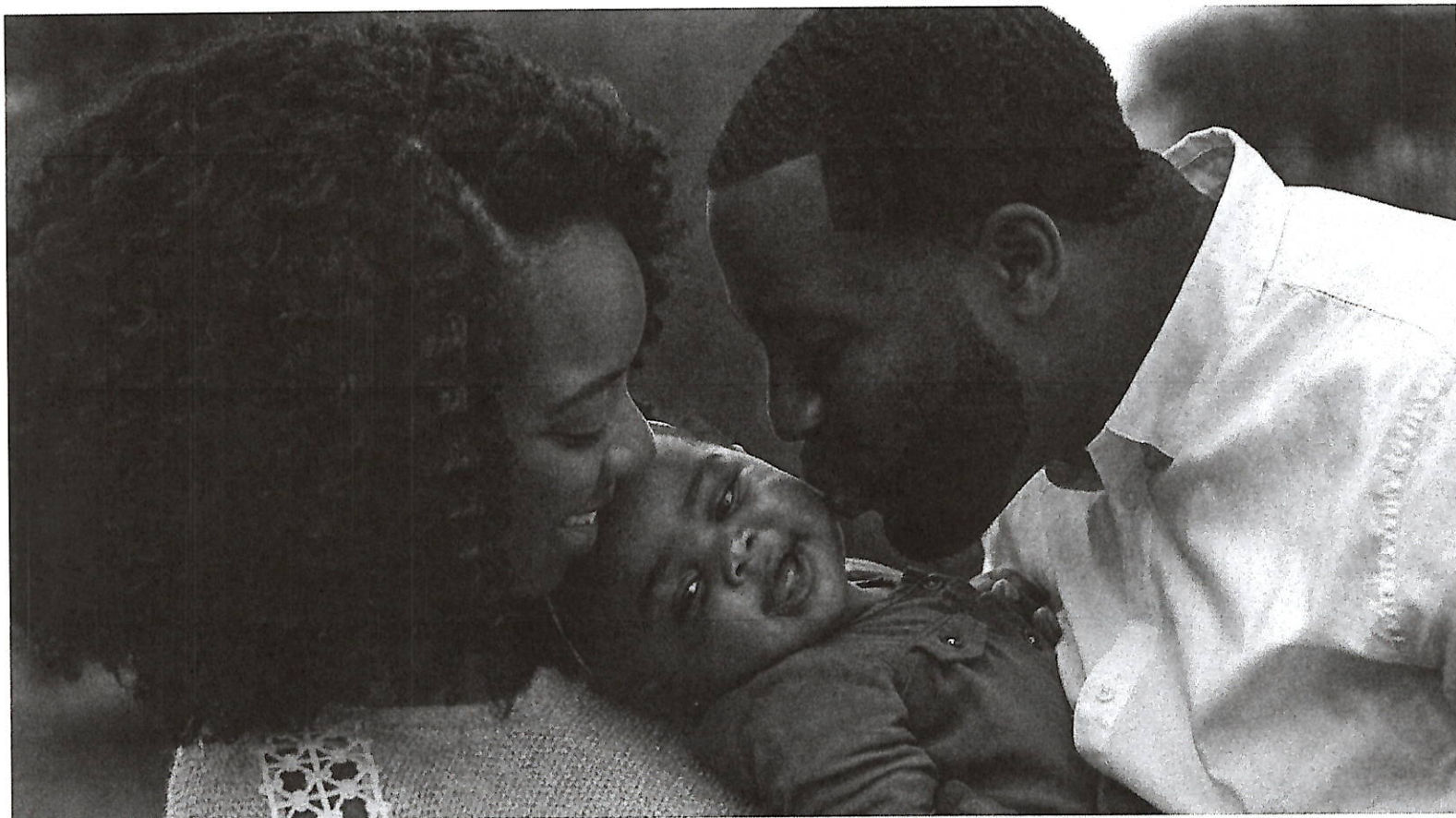
Local: afgelocal1040.org



Great News!



Eligible TSA Officers Will Receive 12 Weeks of Paid Parental Leave



Thanks to AFGE, TSA officers will be eligible for 12 weeks of paid parental leave starting in October.

Here Are 3 Things You Should Know About the New Leave Policy:


- The new policy takes effect on **October 1, 2020.**
- It applies to the **birth, adoption, or foster placement** of a child.
- Eligible TSOs may take up to **12 weeks of paid parental leave** each year.

AFGE fought hard to ensure TSOs were included in this historic new policy. No federal employee should have to choose between a paycheck and taking care of their children.



**TOGETHER
WE CAN!**



**UNION
YES** 

- ☒ 8-hour Day
- ☒ Paid Sick Leave
- ☒ Higher Wages
- ☒ Health Insurance
- ☒ Overtime Pay
- ☒ Pensions
- ☒ Safer Working Conditions
- ☒ Paid Holidays
- ☒ Job Security
- ☒ Severance Pay
- ☒ Paid Vacations
- ☒ Maternity Leave

The preceding was brought to you by the men and women of the Unions of the AFL-CIO who won these benefits at the bargaining table and set the standard for all working Americans

AFGE

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES, AFL-CIO
80 F STREET, NW, WASHINGTON, DC 20001 • 202-639-6410 • WWW.WORKINGFAMILIES.COM • WWW.AFGE.ORG





In Partnership with AFSCME

FREE COLLEGE BENEFIT

**Union members and their families
can earn an Associate Degree
with NO out-of-pocket cost.**



FREE COLLEGE BENEFIT FOR YOU AND YOUR FAMILY

The Union Plus Free College Benefit offers working families an accessible, debt-free and convenient higher education opportunity. You, your spouse, children, financial dependents and grandchildren, can all take advantage of this exciting opportunity.



ZERO OUT-OF-POCKET COST

Members and their families can earn an Associate Degree online, with no out-of-pocket costs. A last-dollar scholarship covers the difference between any Federal grants and your tuition, fees and e-books at EGCC.



EASTERN GATEWAY CREDITS ARE TRANSFERABLE

Eastern Gateway Community College is a public, non-profit school in the University System of Ohio and is regionally accredited by the Higher Learning Commission. Credits you earn can transfer to other schools, potentially saving you thousands of dollars.



1-888-590-9009
unionplusfreecollege.org

Free College is possible thanks to the early support and enthusiasm of AFSCME, who entered into a collaboration with Eastern Gateway Community College in 2016.

When you join AFGE, your benefits go beyond the workplace, with programs and discounts that help you and your family save money on everything from health and education, to homeownership and travel.

Start saving, talk to your AFGE representative about joining today!



American Federation of
Government Employees, AFL-CIO
80 F Street, NW
Washington, DC 20001

AFGE Member Benefits Information

Please see your local AFGE representative, visit www.afge.org or call the Benefits Line at 888-844-AFGE (1-888-844-2343) for more information.

AFGE-ORG-L0619



Save My Home Hotline

AFGE members have a resource if they are facing mortgage problems.

SimpliSafe Home Security

SimpliSafe provide a 15% discount to members on award-winning home security.

INSURANCE

Free Accident Insurance

Enroll for \$20,000—no cost to you—accidental death insurance.

Medicare Supplement Insurance

Affordable Medicare supplemental insurance coverage.

PetPlan® Pet Insurance

AFGE members receive a 10% discount on pet insurance coverage.

Professional Liability Insurance

AFGE members need protection for their personal assets and their family's assets in case of a costly civil action or administrative hearing against them.

Senior Term Life Insurance

Economical senior term life insurance for older, active and retired AFGE members and their spouses.

Term Life Insurance

Benefit amounts of \$20,000 to \$250,000 available. Living benefit up to 75% of the life insurance benefit for covered members diagnosed with a terminal illness.

LEGAL BENEFITS

Free and Discounted Legal Services

Access to 2,000 law offices nation-wide, free consultation and 30% discount on legal fees.

MOVING BENEFITS

Discount Budget Truck Rental

Save 20% on your do-it-yourself move with Budget Truck.

Discount Moving Boxes and Supplies

AFGE members save 25-50% on moving boxes and supplies, plus free shipping within the U.S.

Discount Moving and Storage PODS

Savings of 10% on local moves and storage, and 5% on long distance moves and storage for AFGE families.

Discount Moving Vans

Exclusive AFGE member discounts on interstate moving, packing and in-transit storage.

TECHNOLOGY DISCOUNTS

ADT Personal Emergency Response

AFGE members enjoy peace of mind and receive special low member pricing with price guarantee, free hardware, free system activation and free next day equipment delivery.

Apple Computer Discount

Offers the highest level of discounts to AFGE members.

Norton Security Discount

Receive a members-only 40% discount.

Purchasing Power—Home Electronics, Appliances and More

AFGE members can get a computer, TVs, cameras, furniture and more with no credit check and by payroll deduction.

TRAVEL BENEFITS

Car Rental Discounts

Enjoy from 5% up to 25% discount savings on rental cars from Avis, Budget, Dollar, Hertz, Payless, and Thrifty.

Endless Vacations

AFGE members get \$399 weekly getaways or 25% off preferred stays.

Hawaiian Airlines Discount

Members receive a 5% discount from North America to Hawaii on the lowest available Hawaiianair.com web fares.

Hotel Discounts

AFGE members get exclusive access to hotel room rates that are up to 70% less than other direct travel websites. Lowest rate guarantee on all reservations.

No union dues are used to provide these benefits.



Membership Pays!



**Your Guide to Money-Saving
AFGE Member-Only Benefits**

Join Today!

By using these money-saving programs, AFGE members can save more than the annual cost of their dues.



AUTO BENEFITS

Auto Buying Program

Auto Buying Service including RV's, boats, motorcycles, commercial, agricultural, more.

Firestone Tire and Auto Care Discounts

Save 15% on all maintenance, repairs and tire purchases from leading tire brands.

Union Plus Motor Club

Union Plus Motor Club is less expensive than AAA.

CONSUMER BENEFITS

AT&T Discounts

Save with union member discounts from AT&T, the only nationwide unionized wireless carrier.

Fine Jewelry Discount

AFGE members save 20%. All products made in the U.S.A.

Flower & Gift Basket Discount

AFGE members save 20% with satisfaction guaranteed.

EDUCATION BENEFITS

AFGE Union Plus Scholarship Program

Members, their spouses and dependents can apply for scholarships from \$500 to \$4,000.

College Test Preparation Course Discount

AFGE members and their children save 15% to 60% on The Princeton Review's college test preparation courses.

Discount Textbooks for AFGE Families

Save 5% on orders over \$25, or \$10 off orders over \$150. Free shipping on orders over \$59.

Free College Benefit

Get an Associate Degree with NO out-of-pocket costs.

Grantham University—Online Degree Programs

Pursue a college degree in Business Administration, Criminal Justice, Computer Science, Engineering and more. Full tuition scholarships are also available.

Grantham University Scholarship

Each year, an AFGE member is awarded a full scholarship to Grantham University.

Kaiser-Well-being Scholarship

Five AFGE members will be awarded a \$1,000 scholarship for 1 year from Kaiser Permanente.

Powell's A Union Book Store

Great prices at AFGE's online unionized bookstore.

ENTERTAINMENT BENEFITS

Hershey Park Tickets

Exclusive AFGE member discounts on park admission.

Six Flags Discount

Members are eligible for discounts of 30–35% off main gate prices for Six Flags.

Tickets at Work

Discounts on movie tickets, theme park admission, shows and performances, ski lift tickets, and more.

Union Sportsman's Alliance

An exclusive hunting and fishing club by and for union members, retirees and their families!

Williamsburg VA

AFGE members receive up to 20% discount off admission.

FINANCIAL BENEFITS

AFGE Credit Cards

Several card choices¹, all with competitive rates, U.S.-based customer service and more.

Credit Counseling Program

Provides AFGE members with high quality confidential financial guidance, free consumer credit counseling services and debt management assistance.

ID Sanctuary

Save on credit and non-credit monitoring, get the most comprehensive resolution service.

Personal Financial Management Course

Your AFGE membership entitles you to take a no-cost college level course from Grantham University, on personal financial management.

Union Plus[®] Money Transfer Program

Send money abroad conveniently and safely with Vianex² and get 10% off the fee for every online money transfer.

Union Plus Personal Loan

Consolidate higher-interest credit card and revolving debts; loan amounts up to \$30,000; no annual fees, pre-payment or origination fees.

HEALTH BENEFITS

Dental Discounts Program

Members can save on routine exams, cleanings, fillings, X-rays, root canals, crowns, bridges, and orthodontics.

Free Prescription Discount Card

This free prescription card helps AFGE families save up to 65% off the retail price on brand name and generic drugs.

Health Club Discounts

Save at over 9,000 gyms nationwide with tops brands including 24 Hour Fitness, LA Fitness, Curves, and more.

Hearing Care Discounts

Members get hearing aids with a low price guarantee. Plus save 40% on hearing testing and diagnostics and a free two year supply of batteries.

Medical Bill Negotiating Service

For members with at least one out-of-pocket medical bill of at least \$400 from a single medical provider, free assistance helping negotiate bill reductions directly with medical providers.

Vision Care Program

Get \$50 eye exams, 35% off frames and more instant savings. Vision care insurance plans also available.

HOME BENEFITS

AFGE Union Plus Mortgage Program

Buy or refinance a home and get special union benefits, hardship assistance available.

Home Heating Oil Discounts

Save money on home heating oil, and claim a \$100 rebate on efficient home heating equipment.

Home Warranty Program

Helps protect members from the high cost from home repair and replacement of major appliances and mechanical systems. Member-only pricing.

MettLife Auto & Home[®] Insurance Policies

AFGE's group program from MetLife Auto & Home[®] provides AFGE members with access to insurance coverage for personal insurance needs at a discount.

Propane Discount

Sign up and get a \$50 voucher for propane and \$100 towards purchase of a new tank. No delivery or low-usage fees.

Quicken Mortgage Savings

AFGE members receive exclusive mortgage savings of up to \$1,250 from Quicken Loans.

Real Estate Member Benefit

Get excellent service buying or selling your home and cash-back!

Programs are subject to change and certain restrictions may apply. Please refer to www.afge.org for more information.

¹Credit approval required. Terms and conditions apply. See www.afgecard.com for details. Union Plus Credit Cards are issued by Capital One, N.A., pursuant to a license from MasterCard International Incorporated. Capital One, N.A. is not responsible for the contents of this message and/or any of the other third party products/services mentioned.

²The money transfer service is powered exclusively by Vianex. Service may not be available in all areas. Terms and conditions apply. Massachusetts License # FT121031.

AFGE

The AFGE Difference

Don't sell yourself short. Representation in statutory appeals is FREE for AFGE MEMBERS. If you are not a member and you find yourself in need of an attorney, these cases can cost you thousands.



Non-Member REPRESENTATION BY PRIVATE ATTORNEYS	Issue	AFGE Member REPRESENTATION
\$1,500*	Letters of Reprimand	No Cost
\$5,000*	Suspension of 14 days or less	No Cost
\$10,000*	Suspension of 14 days or more	No Cost
\$12,000*	Termination/Removal	No Cost
\$10,000*	E.E.O.C.	No Cost
\$4,500*	Workers' Compensation	No Cost
*Minimum estimated cost to hire attorney at \$250.00/hr.		



Under current and case law in the U.S. Court of Appeals for the District of Columbia, ***federal unions have no duty to represent non-members in statutory appeal procedures***. In the leading case on this issue, the federal court found the union did not have a duty to represent an inspector fired by the Bureau of Alcohol, Tobacco and Firearms. The discharged employee was a member of a certified bargaining unit, but not a member of the labor organization.

Don't sell yourself short. Representation in statutory appeals is FREE for AFGE MEMBERS. If you are not a member and you find yourself in need of an attorney, these cases can cost you thousands.

Encouraged by the public's belief that federal employees cannot be fired, Congress has enacted legislation making it easier for managers to discharge government employees. Federal employees must decide whether to purchase representation/protection by joining the union or risk huge legal bills if you ever need representation.

AFGE membership can make a huge difference when it comes to representation. You work too hard to leave yourself unprotected. Join AFGE Today! Go to www.afge.org to find out more information.



Membership Makes the Difference. JOIN AFGE!

