



MEMORANDUM

TO: Railroad Neutrals

FROM: Roland Watkins *Roland Watkins*
Director, Arbitration Services

DATE: April 3, 2006

RE: Notice about Travel in July, August and September 2006

The National Mediation Board (NMB) is informing all railroad neutrals that the Board will not authorize any travel expenses during the months of July, August and September 2006. The NMB is informing all neutrals at this time so that you can plan accordingly. Priority in the authorizing of days for hearings during these months will be given to arbitrators who use NMB web-based video conferencing.

The NMB suggests the use of web-based video conferencing if you must schedule a hearing during these months. Scheduled conferences are password protected and accessed through the NMB web site (www.nmb.gov). Please contact Carol Conrad to use web-based video conferencing in July, August and September or any other month during this fiscal year. The telephone number is 202-692-5055.

The NMB will train you on the use of web-based video conferencing. This training as well as the actual conferences will be handled by Donald West, the web-video coordinator. Ms. Conrad will have Mr. West contact you once you have indicated your desire. The NMB will loan the arbitrator and parties a camera, if not already available.