



# MEMORANDUM

**TO:** Railroad Neutrals

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

**DATE:** May 1, 2006

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

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This is a reminder to all railroad neutrals that the National Mediation Board (NMB) Board will not authorize any travel expenses during the months of July, August and September 2006. Obviously, there is no prohibition on the parties traveling to the arbitrator. 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.

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.