Dear Administrative Support Assistant,

The future of the National Weather Service, employees’ rights, privileges, and your work environment are all being re-designed through contract negotiations between the National Weather Service Employees Organization and the NWS. This contract, the Collective Bargaining Agreement (CBA), specifically states the rights and obligations of the employer, employees, and union. It entails every aspect of your job, including staffing structure and levels, promotions, schedules, leave, training, employee rights and discipline. Simply put, the new CBA will shape the future of the National Weather Service.

NWSEO understands your working conditions and your needs for a family friendly work life environment. Also, NWSEO will be writing and seeking new improvements and tangible benefits to the CBA like telework for example which is currently lacking in the old CBA. We’d like to invite you to have a voice in CBA negotiations, an opportunity open only to members of the NWSEO.

NWSEO recognizes the integral work of Administrative Support Assistants. NWSEO is made up of people just like you. Many of us hold the same position. We understand your job and what it takes to make it better. Through the representation of your co-workers and other ASAs who’ve joined our professional organization, NWSEO secured a GS-8 upgrade to all field office ASAs.

We invite you to view the NWSEO Top Twenty Accomplishments and to also read the list below on just a few recent accomplishments of NWSEO that have benefited NWS Meteorologists. With your help, we can do more.

- **Secured a GS-8 upgrade to all field office ASAs**, which includes approximately one million dollars in extra pay and benefits to the field office ASAs each year.

- NWSEO worked with members of Congress and national media in June 2015 to oppose Bill S. 1573 - a plan to consolidate the 122 WFOs to 6 Regional Offices. This effort resulted in revised legislation focusing on severe weather alerts.

- **Continues to hold the NWS accountable for NWS understaffing**. NWSEO is keeping Congress informed of grossly understaffed WFOs. NWSEO has also initiated news stories in large national media markets highlighting the need to fill vacancies. (2013-2016) The Government Accountability Office is now conducting a study on NWS vacancies at the
Negotiated alternative work schedules (AWS) in more than one-third of NWS offices. The benefits of AWS include enhanced staff morale, reduced tardiness and absenteeism, increased employee ability to better manage personal work life needs.

NWSEO negotiated a **$300 Health Club memberships dues rebate** – this rebate covers more than half of NWSEO annual dues.

There is more work to be done to enhance the working conditions of ASAs and other NWS employees. We need your support. We have noticed that you are not a member of NWSEO and would like to invite you to join our professional organization. If you would like to join us, please complete the attached Standard Form 1187. The completed 1187 form can be faxed to Christy Fox, Director of Membership Services at 202-600-2145 or scanned and emailed Christy at Membership@nwseo.org. Please visit [http://nwseo.org/joinnwseo.php](http://nwseo.org/joinnwseo.php) to learn more.

NWSEO is the only organization with the ability to lobby Congress and the Administration to preserve NWS jobs, promote better working conditions and career promotions for NWS, and participate in collective bargaining.

Sincerely,

No one cares more for National Weather Service employees than National Weather Service employees.

No one works harder for National Weather Service employees than National Weather Service employees.

*We are NWSEO.*