

 policy statement ELECTRIC BOAT MANAGEMENT ASSOCIATION	APPROVED	NUMBER PS-4
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SUBJECT ELECTRIC BOAT EMPLOYEES COMMUNITY SERVICES ASSOCIATION (EBECSA)		PAGE 1 OF 1

PURPOSE:

To establish a policy which provides direction to the Electric Boat Management Association (EBMA) member and other selected members who shall serve on the EBECSA Administration Committee.

DEFINITION:

Administration Committee is composed of four management and eight non-management-contributing employees who will serve in accordance with Article II, Section 1 of the EBECSA Bylaws.

GENERAL:

1. The non-management members are selected by the MTC, MDA and Pattern Makers. One management member is selected by the EBMA President and the other three are selected by Division Management. The EBMA representative is expected to participate fully in all meetings and activities of the EBECSA and to be available to provide information on these activities to EBMA members on request.
2. Article III, Section 3 of the EBECSA Constitution defines the responsibilities of the Administrative Committee as follows:
 - a.) To perform the specific function of administration of all sums paid into the EBECSA.
 - b.) To appraise intelligently each campaign in its relation to the contributing members.
 - c.) To make allocations, according to its findings of service and need, by affirmative vote of a majority of the full membership of the committee.
 - d.) To investigate complaints about the services of recipient agencies and report the facts thereon and refute false claims and criticism that might jeopardize approved campaigns.
 - e.) To furnish regularly information to contributing members outlining the services rendered by recipient agencies and the extent of the support thereof supplied by the Association.
 - f.) To make full use of bulletin boards, plant papers and other facilities available to employees for dissemination of reports and information; and designate responsible persons to guide employees who may need assistance from the recipient agencies.