



U.S. Citizenship
and Immigration
Services

January 2, 2008

Michael Knowles
President, AFGE Council 119
3408 Cypress Drive
Falls Church, VA 22042

Dear Mr. Knowles:

Pursuant to Article 9A of the 2000 collective bargaining agreement, this letter serves as official notice regarding the following changes that may impact the working conditions of USCIS bargaining unit employees attending USCIS Academy Training (ATC) as student/trainees, beginning January 2008:

1. As you know, during the past several months, the USCIS BASIC training program has been reviewed, revised and enhanced. Three pilot iterations of this course have been delivered, and course modules are currently being finalized based on this experience and student feedback. Once finalized, the validation process can begin. This process was discussed with the union and a Memorandum of Understanding was signed by you and me.
2. Over the past several weeks, USCIS has determined that over 1,330 adjudicators will be hired and need this BASIC training during FY 2008. To train this large number, classes of 48 students each will be scheduled to begin almost weekly as of early 2008.
3. In order to handle training for this surge of new hires, as well as to provide access to the best and most state-of-the-art facilities possible in which to conduct them, we need to move our BASIC – and ultimately most of our other -- training from FLETC.
4. After completing the requisite procurement process, management has identified three sites as these new temporary training venues: the [American Airlines \(AA\) Training Center](#) and the [IDEARC Hotel and Conference Center](#) based in Dallas, TX as well as the [National Conference Center](#) based in Lansdowne, VA.
5. The two Dallas-based facilities are just 3 miles away from DFW Airport. They are located 12 miles from the existing Texas Service Center and Dallas District Office, and nearby the future home of our new offices in Las Colinas, TX. Their proximity to the USCIS office

