



May 1, 2025

TO: SPW Launches Domain Leads/Joint Leads

FROM: Patrick Byers, Tom Rolands
Co-Leads

SUBJECT: Stellantis Production Way Launches Face-to-Face Business Club Meeting

The UAW-Chrysler National Training Center (NTC) is conducting a SPW Launches Face-to-Face Business Club Meeting at the UAW-Chrysler NTC, 2500 E. Nine Mile Road, Warren, Michigan 48091, in conference room 2500A. The one (1) day workshop will be conducted Tuesday, June 10, 2025, with breakfast being served from 7:00 a.m. until 8:00 a.m., followed by the Workshop from 8:00 a.m. to 4:00 p.m. The purpose of this workshop is to close knowledge gaps, analyze roadblocks and review new tools and methodology.

SPW Launches Leads from Kokomo Engine Plant, Kokomo Transmission Plant, Indiana Transmission Plant, Kokomo Casting Plant, Toledo Machining Plant and Toledo Assembly Complex will stay at the Hollywood Casino at Greektown, 1200 St. Antoine, Detroit, Michigan 48226, (313) 223-2999 (check in at **4:00 PM**). Indiana participants should plan to arrive on Monday, June 9, 2025, and depart Wednesday, June 11, 2025. Ohio participants are invited to stay Monday, June 9, 2025, and depart Tuesday, June 10, 2025. Please indicate on the registration form if your lodging needs are different than above.

REGISTRATION

To attend this conference, the following steps must be completed:

- **All participants must complete and submit the attached registration form.**
- The registration form must be signed by the attendee, Local Union President, and Plant Manager.
- Forms must have all required signatures and must be emailed to: eventservices@ucntc.org and cc: bpryor@ucntc.org no later than Friday, May 16, 2025.
- If registered but unable to attend, please notify Kristine Hall, UAW, at (734) 250-0454, kristine.hall@stellantis.com or Wendy Santure, Stellantis, at (313) 363-6905, wendy.santure@stellantis.com as soon as possible to avoid unnecessary travel/room charges.

TRAVEL ARRANGEMENTS

UAW Participants: Your hotel room will be reserved, per your registration form, and will be billed directly to the NTC.

Management Participants: Your hotel room will be reserved, per your registration form, and will be billed directly to the NTC. When completing your expense report in Concur, management participants should select the "NTC" box to ensure all applicable expenses are paid by the NTC and not charged to your location.

NOTE TO ALL PARTICIPANTS

- Please direct all hotel and travel related questions to Loreese Lee, UAW, at (313) 779-3742 or Colleen McBrady, Stellantis at (248) 421-3455.

REIMBURSEMENT INFORMATION

The Board of Directors has agreed to cover the cost of certain airfare/travel, hotel room, parking, tax and per diem according to the attached conference reimbursement guidelines provided by the NTC. Union representatives will be compensated for their lost time at their regular rate of pay and shift premiums as aligned with the plant work schedule. Union representatives are to remain on the plant roll while attending the conference. *The following meals will be provided at the UAW Chrysler National Training Center. Please see below for eligible per diem.*

Indiana Only

CONFERENCE DATE	MEALS	PER DIEM
Monday, June 9	Arrive	\$64.00
Tuesday, June 10	Breakfast/Lunch	\$32.00
Wednesday, June 11	Depart	<u>\$48.00</u>
Total Reimbursement		\$144.00

Ohio Only

CONFERENCE DATE	MEALS	PER DIEM
Monday, June 9	Arrive	\$64.00
Tuesday, June 10	Breakfast/Lunch/Depart	<u>\$0.00</u>
Total Reimbursement		\$64.00

If you have any workshop questions, please contact Kristine Hall, UAW, at (734) 250-0454, kristine.hall@stellantis.com or Wendy Santure, Stellantis, at (313) 363-6905, wendy.santure@stellantis.com.


Patrick Byers
Co-Lead


Tom Rolands
Co-Lead

Attachments

Note: For all Local Union Presidents and cc's listed below, please be advised this call letter is being sent to you for informational purposes only: your attendance at the training is not required.

cc: K. Gotinsky
S. Stahl
G. Stoey
D. Gordon
L. Lee
G. Marquardt
Stellantis Dept. Staff
Regional Directors
Regional Assistant Directors
Regional Servicing Representatives

C. Fields
A. Ragalyi
C. McBrady
W. Santure
K. Walker
H. Hall
R. Dubrava
Vice Presidents, Directors & General Mgrs.
Group HR/ER Executives
HR Business Partners
HR Managers
Plant Controllers



UAW-Chrysler National Training Center
SPW Launches Face-to-Face Business Club
June 10, 2025
REGISTRATION FORM

EVENT I.D. #: 1108



Check box if unable to attend.

Name: _____ () _____ Cell Phone: () _____ Work Phone: () _____
Last First Preferred First MI

Home Address: _____ CID# _____ Local Union # _____ Shift: _____
City State Zip

Location Name: _____ Location Number: _____ Job Title: _____

Email Address: _____ Check One: ☐ Union ☐ Management ☐ NTC Staff ☐ Vendor/Guest

Check-In Date to the Hotel 06/09/25

(Check-in at 4 p.m.)

Check-out date from the Hotel Indiana: 06/11/25, Ohio: 06/10/25

(Check-out 11 a.m.)

Please check all that apply:

1 Bed ☐

2 Beds ☐

Check-in date to the Hotel ____/____/____

Check-out date from the Hotel ____/____/____

(Your responsibility if different from above)

EMERGENCY CONTACT NAME _____

EMERGENCY CONTACT NUMBER () _____

Method of Transportation to the Conference



Air



Car

Dietary Restrictions: _____

Signatures:

Participant

Date: ____/____/____

Local Union President

Date: ____/____/____

Plant/PDC Manager

Date: ____/____/____

E-Mail completed form to: eventservices@ucntc.org
cc: bprior@ucntc.org

TRAVEL QUESTIONS: Please direct any travel questions to:

Loreese Lee, UAW, at (313) 779-3742

Colleen McBrady, Stellantis, at (248) 421-3455

WORKSHOP QUESTIONS: Please direct any questions to: Kristine Hall, UAW, at (734) 250-0454 or Wendy Santure, Stellantis, at (313) 363-6905

____ IPO ____ CON

NTC APPROVAL

UAW - Chrysler National Training Center (NTC) Conference/Seminar/Meeting Reimbursement Guidelines

LOST TIME

Union Representatives- will be compensated for their lost time at their regular rate of pay and shift premiums, not to exceed 40 hours per week, as aligned with plant work schedules. Union representatives are to remain on the plant work schedules.

AIR TRAVEL

Union Representatives- Air travel/tickets/arrangements must be made through TSI USA by returning the registration form to the UAW-Chrysler National Training Center at the email address listed on the form.

Management Representatives- Air travel/tickets/arrangements must be made using the Concur Travel & Expense Reporting system, in accordance with Stellantis Travel Policy.

Note: The NTC will only cover the cost of a flight reservation made 30 days or more in advance of the departure date. Any additional cost above the 30-day average rate will be the responsibility of the Plant/PDC or the individual traveling.

HOTEL ROOMS

Hotel reservations will be made by returning the registration form. The National Training Center will pay only for room rate and tax. No deposits are required; however, hotels may request a credit card for incidentals.

LOCAL TRANSPORTATION

Union Representatives

- Reasonable transportation fees or mileage reimbursement from departing location to airport and return will be paid.
- Reasonable long-term parking fees at the participant's hometown airport will be paid for **off-site discount parking** (i.e. US Park).
- Reasonable transportation fees for travel from the airport to the conference site and return will be paid.
- **Receipts** must be submitted.

Management Representatives

- Local transportation will be reimbursed in accordance with Stellantis Travel Policy.
- Reasonable long-term parking fees at the participant's hometown airport will be paid for **off-site discount parking** (i.e. US Park).

AUTO TRAVEL

Travel by auto on the most direct route (and return) to the conference site will only be

reimbursed as follows (not to exceed the equivalent of the lowest average coach airfare based on a 30-day advance ticket purchase).

Union Representatives

- Seventy cents (\$0.70).
- If more than one (1) person travels in the car, only one (1) person will be reimbursed.

Management Representatives

- Mileage will be reimbursed in accordance with Stellantis Travel Policy.

MEALS

Maximum allowance for meals:

Breakfast	\$15.00
Lunch	\$17.00
Dinner	<u>\$32.00</u>
Total	\$64.00

Per diem will not be reimbursed for meals that are provided by the National Training Center.

Union Representatives maximum meal allowance for return travel day is **\$48.00**.

Management Representatives are to be reimbursed for meals per Stellantis procedure, not to exceed the maximum allowance stated above. Meal receipts must be submitted when using the Concur Travel & Expense Reporting system, in accordance with Stellantis Travel Policy. The National Training Center will reimburse the plant for both union and management representatives based on the meal allowances for meals not provided by the NTC.

EXPENSE REPORT

Union Representatives must submit NTC expense report form and supporting receipts signed by supervisor to the National Training Center, no later than 30 days from the end date of the conference.

Management Representatives - must submit expense reports using the Concur Travel & Expense Reporting system, in accordance with Stellantis Travel Policy. When completing your expense report in Concur, Management participants should select the "NTC" box to ensure all applicable expenses are paid by the NTC and not charged to your location.

Reimbursement questions can be sent via email to accounting@ucntc.org. Please include your name, location, Local Union# (if applicable), phone number and Event ID.

Completed expense reports along with relevant receipts can be emailed to: accounting@ucntc.org.

Conference Matters

Questions pertaining to the conference should be directed to the staff listed on the attached call letter.