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October 2009

Dear Chapter Leader,

In September, national ASTD provided the new [National Operating Requirements \(NORE\)](#) in response to chapter leader feedback that they wanted to know what specific support to expect from national ASTD. NORE mirrors the chapter's commitment to the [Chapter Operating Requirements \(CORE\)](#). NORE and CORE have both been incorporated into a reciprocal affiliation agreement to be signed by all chapters to formalize the relationship between national ASTD and chapters.

A sample affiliation agreement and frequently asked questions are available here: www.astd.org/NORE. Please share this link with your board members, discuss at your next board meeting, and identify who will sign the agreement on behalf of your chapter. To determine who is eligible to sign the agreement on behalf of your chapter, check your chapter bylaws or contact your chapter coach for guidance.

Your chapter coach will provide a customized copy of the affiliation agreement, via email the week of October 12, to be reviewed and signed by your chapter. Your chapter's specific agreement may vary depending on whether your chapter is included in national ASTD's group tax exemption as well as whether or not your chapter is incorporated. While all chapters are encouraged to sign the agreement by December 2009 and no later than January 31, 2010, a special signing event will take place for chapter leaders attending the ASTD [Chapter Leaders Conference \(ALC\)](#), October 30-31.

I invite you to attend a [webcast](#) this Thursday, October 8, at 3 p.m. ET, facilitated by [National Advisor for Chapters](#) Christie Ward from the Rocky Mountain Chapter. The webcast will provide an overview of NORE and the affiliation agreement. If you are unable to attend, the webcast archive will be available on the [Chapter Leader Community](#) website.

If you have questions about the new chapter-national affiliation agreements, please contact your [chapter coach](#) or [NAC representative](#). Additionally, NAC members and chapter coaches are available to join your upcoming board meeting via conference call to provide clarification regarding both the NORE and the affiliation agreement. National ASTD is committed to supporting your chapter.

Thank you for your leadership!

Gina M. Urgena
Director, Chapter Services