

Local Grievance # _____

Issue Statement (Block 15 of PS Form 8190):

Did Management violate the Interpretive Step Settlement (Case # Q01-N-4Q-C05022610) dated July 30, 2007 (M-01664) via Article 15 of the National Agreement on **[date]** by failing to accurately record mail volume at the **[Station/Post Office]**, and if so, what should the remedy be?

Union Facts and Contentions (Block 17 of PS Form 8190):

Facts:

1. The Interpretive Step Settlement (Case # Q01-N-4Q-C05022610) regarding the Delivery Operations Information System (DOIS) dated, July 30, 2007 (M-01664) states in pertinent part:

“Management is responsible for accurately recording volume and other data in DOIS.”

2. The DOIS Workhour Workload Report (All Routes) shows management recorded the following mail volumes for **[route]** on **[date]**:

- A. **[flats]**
- B. **[letters]**
- C. **[parcels]**
- D. **[SPRs]**
- E. **[Sequence mail]**

3. Letter Carrier(s) **[Name(s)]** provided a statement saying they had the following mail volumes on route **[route#]** on **[date]**:

- A. **[flats]**
- B. **[letters]**
- C. **[parcels]**
- D. **[SPRs]**
- E. **[Sequence mail]**

Contentions:

1. Management improperly recorded mail volume on **[date]** at the **[Station/Post Office]**. This is a clear violation of the Interpretive Step Settlement (Case # Q01-N-4Q-C05022610) dated July 30, 2007 (M-01664) via Article 15 of the National Agreement.

Remedy (Block 19 of PS Form 8190):

1. Management shall cease and desist violating the Interpretive Step Settlement (Case # Q01-N-4Q-C05022610) dated July 30, 2007 (M-01664) via Article 15 of the National Agreement.
2. None of the volumes entered in DOIS on **[date]** shall be used for any purpose.
3. That management pay Letter Carrier(s) **[name(s)]** a lump sum(s) of \$50.00 for each violation.
4. All payments associated with this case be made as soon as administratively possible, but no later than, 30 days from the date of this agreement. Proof of payment be provided to **[NALC Official]** upon payment.



National Association of Letter Carriers Request for Information

To: _____
(Manager/Supervisor)

Date _____

(Station/Post Office)

Manager/Supervisor _____,

Pursuant to Articles 17 and 31 of the National Agreement, I am requesting the following information to investigate a grievance concerning a violation of Article 19:

1. Copy of the TACS Employee Everything Report for Letter Carrier **[Name(s)]** on **[date]**.
2. Copy of the Workhour Workload Report (All Routes) for **[date]**.
3. Copy of the daily schedule for **[date]**.

In addition, I am also requesting time to interview the following individuals:

1. **[Name]**
2. **[Name]**
3. **[Name]**

Your cooperation in this matter will be greatly appreciated. If you have any questions concerning this request, or if I may be of assistance to you in some other way, please feel free to contact me.

Sincerely,

Shop Steward
NALC

Request received by: _____

Date: _____



National Association of Letter Carriers Request for Steward Time

To: _____
(Manager/Supervisor)

Date: _____

(Station/Post Office)

Manager/Supervisor _____,

Pursuant to Article 17 of the National Agreement, I am requesting the following steward time to investigate a grievance. I anticipate needing approximately _____ (hours/minutes) of steward time, which needs to be scheduled no later than _____ in order to ensure the timelines established in Article 15 are met. In the event more steward time is needed, I will inform you as soon as possible.

Your cooperation in this matter will be greatly appreciated. If you have any questions concerning this request, or if I may be of assistance to you in some other way, please feel free to contact me.

Sincerely,

Shop Steward
NALC

Request received by: _____

Date: _____