

Local Grievance # _____

Issue Statement (Block 15 of PS Form 8190):

Did Management violate Article 41 and Item(s) **[#]** of the Local Memorandum of Understanding (LMOU) via Article 30 of the National Agreement by failing to post Route **[route #]** for bid in a timely fashion, and if so, what should the remedy be?

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

Facts:

1. Route **[route #]** became vacant on **[date]**. This point is supported by a statement included in the case file.
2. Route **[route #]** has not been posted for bid. This point is supported by a statement included in the case file.

Contentions:

1. Management violated Article 41 of the National Agreement and Item(s) **[#]** of the **[Station/Installation]** Local Memorandum of Understanding (LMOU) when it failed to post Route **[route #]** in a timely fashion.

Remedy: (Block 19 of PS Form 8190)

1. That Route **[route #]** be posted for bid without further delay.
2. That management cease and desist violating Article 41 of the National Agreement and the **[Station/Installation]** LMOU.
3. That the successful bidder be paid out of schedule pay for all hours worked outside of the schedule he/she would have worked had Route **[route #]** been posted in accordance with the **[Station/Installation]** LMOU and Article 41 of the National Agreement.
4. As an incentive to ensure future compliance, that the successful bidder be paid a lump sum of \$100.00 or whatever remedy the Step B Team or an Arbitrator deems appropriate.



National Association of Letter Carriers

Request for Information

Supervisor Customer Services

Date _____

Station/Installation

Dear _____,

Pursuant to Article 17 and 31 of the National Agreement, I am requesting the following information:

1. A copy of Letter Carrier **[name]**'s exit PS Form 50.
2. A copy of Letter Carrier **[name]**'s TACS Employee Everything Reports for the time period of **[date]** to **[date]**.
3. A copy of the weekly work schedules for the period **[date]** to **[date]**.

I am also requesting time to interview the following individuals:

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: _____
Supervisor Customer Services

Date: _____

Station/Post Office

Dear _____,

Pursuant to Article 17 of the National Agreement, I am requesting the following steward time to:

Investigate a Grievance Write & Prepare a Grievance Interview Witnesses

I anticipate needing approximately _____ (hours) of steward time, which needs to be scheduled no later than _____. In the event more steward time is needed, I will inform you as soon as possible.

Individuals the union needs to interview:

_____	_____
_____	_____
_____	_____
_____	_____

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: _____