



NALC Branch 1227
P.O. Box 4154
Wichita Falls, TX 76308
OFFICIAL REQUEST FOR INFORMATION

To: _____

Title: _____

From: _____

Title: _____

Date: _____

Subject: _____

I am requesting the following documents and/or witnesses to be made available to me in order to properly identify whether or not a grievance does exist and if so, their relevancy to the grievance.

Note:

Article XVII, Section 3 requires the Employer to provide for review of all documents, files, and other information necessary in processing a grievance.

Article XXXI, Section 3 requires that the Employer make available for inspection by the Unions all relevant information necessary for collective bargaining or the enforcement, administration, or interpretation of the Agreement.

Section 8a(5) of the National Labor Relations Act states that it is an unfair Labor Practice for the Employer to fail to supply relevant information for the purpose of Collective Bargaining. *GRIEVANCE PROCESSING IS AN EXTENSION OF THE COLLECTIVE BARGAINING PROCESS.*

The USPS, in response to the NLRB, has issued instructions that requests for information are not to be denied on the technical ground that the local union official has no authority to make an information request. It also states "*if the requested information has some bearing on an issue between the parties, it should be disclosed to the unions. If an information request is unclear, management should attempt to clarify the request, rather than denying the request on a technicality.*"

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Management Receipt _____

Date _____