



NALC *Branch 1100*

National Association of Letter Carriers

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Date: _____/_____/_____

TO: USPS Step A Designee

CITY: _____

SUBJECT: Formal Step A Appeal(s)

In accordance with Article 15, Section 2. Grievance Procedure – Steps, Informal Step A (c), please find the following Joint Step A Grievances Forms (8190) as Step A appeal:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Note: Please contact Labor Relations to obtain an USPS Regional Number for each of the grievances listed above so that it can be entered under item 14 of the PS Form 8190 at the Formal Step A Meeting. Also, under the guidelines of Article 15, this meeting must be held within seven days of your receipt of this/these grievance(s) unless mutually extended. Please be advised that if a Formal Step A meeting is not held within the prescribed time frame, the Union will appeal this grievance to Step B without a Formal Step A meeting (and without management’s disputed facts and contentions) in order to protect the time limits. Your cooperation in this matter is greatly appreciated.

Also, in accordance with Article 17, Section 3 and Article 31, Section 3 of the National Agreement the Union hereby requests any and all relevant information pertaining to the grievance(s) referenced above.

Name of Steward:
NALC, Branch 1100
cc: file

