



American Postal Workers Union, AFL-CIO

**DIRECT APPEAL
TO ARBITRATION
FROM STEP-2**

GRIEVANT/PERSON OR UNION (Last Name First)	WORK LOCATION CITY AND ZIP CODE		LOCAL GRIEVANCE NO.
DISCIPLINE (NATURE OF) OR CONTRACT (ISSUE)		CRAFT	DATE OF STEP 2 DECISION
			USPS GRIEVANCE NO.

TO: ☐

**Labor Relations Appeals
United States Postal Service
PO Box 25398
Tampa, FL 33622-5398**

DATE: _____

PLEASE CHECK APPROPRIATE BOX(es):

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USPS failed or refused to meet at Step 2

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USPS failed to render a written Step 2 decision within the prescribed time limits and to provide union a full statement of the Employer's understanding of (1) all relevant facts, (2) the contractual provisions involved, and (3) the detailed reasons for denial of the grievance.

Please Check One:

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Mail

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Fax

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E-Mail

Any appeal from an adverse decision at Step 2 shall be in writing to Appeals/Employee Labor Relations Center (within thirty (30) days) A copy will also be sent to the Employer's Step 2 Representative.

Please be advised that pursuant to Article 15, Section 2, Step 2 (h) of the Collective Bargaining Agreement, the Union hereby is appealing the above-referenced grievance to arbitration. The appeal includes a copy of the Step 2 appeal form, the employer's written Step 2 decision and the union's corrections and additions to the Step 2 decision if submitted.

LOCAL UNION (NAME OF)	ADDRESS	CITY	STATE	ZIP
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COPY – LOCAL FILE; COPY – USPS STEP 2 DESIGNEE; COPY – APWU COORDINATOR

SUBMIT UNION'S REGIONAL COPY WITH FILE TO : (or as instructed):

☐ NATIONAL BUSINESS AGENT

Sincerely,

Authorized Local Union Representative

Please ☒ check the Expedited or Regular Arbitration Panel box based on type of grievances listed below that may be appealed from Step 2, to arbitration pursuant to Step 2 (h) of the National Agreement. Note: Safety and Health grievances appealed to Step 2, pursuant to Art. 14.2, may also be appealed to arbitration using this form.

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Expedited Arbitration Panel Issues:

- Individual Overtime Issues, Withholding of Step Increases, Individual Leave Requests (Annual Leave, Sick Leave, LWOP, Court Leave, Restricted Sick Leave, Requests for Medical Certification), AWOL, Holiday Scheduling Issues, Letters of Warning and Suspensions of 14 Days or Less (Except Emergency Suspensions), Article 25, Higher Level Assignments, Employee Claims, Letters of Demand of Less Than \$2,500, Individual Clerk Craft Disputes, Steward Time, Grievances solely pertaining to requests for information (no other issues attached to the grievance), Individual Disputes Over Bereavement Leave, Individual Uniform Allowance Issues, Post-Separation Letter of Indebtedness, Revocation of Driving Privileges, Employee Bulletin Boards, Voting Leave, Leave to Donate Blood.

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Regular Arbitration Panel Issues:

- Suspensions of More Than 14 Days for Discharge
- Indefinite Suspension Crime Situation
- Emergency Procedure
- LMOU Disputes – Grievances where the primary article(s) or disputes(s) being grieved is over the interpretation, application of, or compliance with the Local Memorandum of Understanding
- Safety and Health