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DEC 11 1983

GENERAL MANAGER DEC 30 1982  
LABOR RELATIONS DIVISION

Mr. Kenneth D. Wilson  
Assistant Director  
Clerk Division  
American Postal Workers  
Union, AFL-CIO  
817 14th Street, N.W.  
Washington, D.C. 20005

LR320:FMDyer:jda:12-29-82

bcc: Mr. Gildea - RF  
Mr. Henry  
Ms. Barber  
Mr. Dyer

Regional General Managers,  
Labor Relations Division

File: Subject  
Reading  
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*Part - send out  
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JCH  
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Dear Mr. Wilson:

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Recently you met with Frank Dyer in pre-arbitration discussion of H3C-5G-C 14337. The issue in this case is whether management violated the national agreement by the transmittal of information to higher authority that a discussion had taken place.

It was mutually agreed to full settlement of the case as follows:

1. Supervisors actively engaged in supervision of employees are precluded from exchanging written notes regarding discussions.
2. It is an accepted practice when a work unit supervisor is requesting, from an appropriate office such as a local Labor Relations Division, an instrument of discipline to indicate discussion(s) conducted with the specific employee. This will ensure that discipline will be consistent, corrective, and progressive.

Please sign the enclosed copy of this letter acknowledging your agreement with this settlement, withdrawing H3C-5G-C 14337 from the pending national arbitration listing.

(Original signed)

(Original signed)

William E. Henry  
Director  
Office of Grievance and  
Arbitration  
Labor Relations Department

Kenneth D. Wilson  
Assistant Director  
Clerk Division  
American Postal Workers  
Union

Enclosure