

**RECEIVED**

MAY 6 1998

**CONTRACT ADMINISTRATION UNIT
N.A.A.C. WASHINGTON, D.C.**

Mr. Vincent R. Sombrotto
President
National Association of Letter
Carriers, AFL-CIO
100 Indiana Avenue, NW
Washington DC 20001-2197

Re: I94N-4I-C 97116055
CLASS ACTION
WATERLOO IA 50701-9997

Dear Mr. Sombrotto:

On April 1 and April 16, 1998, I met with your representative to discuss the above-referenced grievance at the fourth step of our contractual grievance procedure.

The issue in this grievance is whether management violated the National Agreement when it used a locally developed form.

During our discussion, we mutually agreed that no national interpretive issue is presented in this case. We also agreed that the issuance of local forms, and the local revision of existing forms is governed by Section 325 of the Administrative Support Manual (ASM). The locally modified form at issue was not promulgated according to ASM325.12. Therefore, management will discontinue using this form.

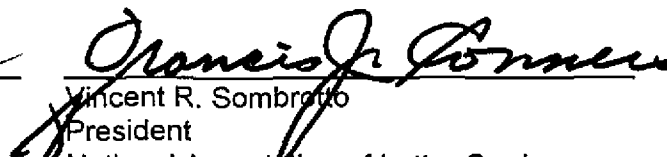
Accordingly, we mutually agreed to remand this case to the parties at Step 3 for further processing or to be scheduled for arbitration, as appropriate.

Please sign and return the enclosed copy of this decision as your acknowledgment to remand this case. -

Time limits were extended by mutual consent.

Sincerely,


Richard A. Murmer
Labor Relations Specialist
Grievance and Arbitration


Vincent R. Sombrotto
President
National Association of Letter Carriers,
AFL-CIO

Date: 5/26/98