

ART. 1.6 (Supervisors performing bargaining unit work))
GRIEVANCE CHECKLIST

CITE: Articles 1.6, 5, 8.5, 15.3 (if previously grieved and settled) and the Contract Interpretation Manual.

CORRECTIVE ACTION: Pay the appropriate Mail Handlers as determined by the Union at the overtime rate for all hours improperly worked by EAS personnel at primary craft Mail Handler duties(need to identify hours asked for). Management should cease and desist performing such work in violation of the CBA.

1. Local LDRC inventory identifying the work performed as Mail Handler work.
2. Identify EAS Personnel performing Mail Handler functions to include names, specific work performed, starting time and ending time of that work.
3. Individual clock rings, Employee Everything Report (EER) of each identified EAS employee for the entire day in question.
4. Individual witness statements from Mail Handlers or other craft employees stating everything contained in item # 2 above.
5. Copy of Mail Handler schedule, overtime desired list, overtime tracking chart and seniority list to prove which Mail Handler(s) were available and should therefore be paid. Include any volunteers that require more than 12 hours.
6. Copies of: information requests, supervisor's Step One Summary (PS Form 2608), written Step Two decision, index of exhibits, and all evidence to disprove management's contentions in its defense.