

SHOP STEWARD OR GRIEVANT'S STEP A INFORMAL SUMMARY FORM

DATE OF STEP A HEARING: _____

WHO WAS USPS REPRESENTATIVE?: _____

WHAT IS THEIR TITLE? CHECK THE APPROPRIATE BOX

- 1. 204B ()
- 2. SUPERVISOR ()
- 3. SUPERINTENDENT ()
- 4. MANAGER ()
- 5. POSTMASTER ()

WHO WAS THE NALC REPRESENTATIVE? : _____

CHECK THE APPROPRIATE BOX

- 1. SHOP STEWARD ()
- 2. GRIEVANT ()

LIST ANY WITNESSES AT THE HEARING!

MANAGEMENT UNION

- | | |
|----------|----------|
| 1. _____ | 1. _____ |
| 2. _____ | 2. _____ |
| 3. _____ | 3. _____ |

DID YOU REQUEST MANAGEMENT TO SUPPLY ANY DOCUMENTATION?

YES () NO ()

IF YOU DID REQUEST SOMETHING, WHAT WAS IT?

- 1. _____
- 2. _____
- 3. _____

DATE WHEN THE STEP A ANSWER WAS SUPPLIED TO YOU? _____

WHICH USPS REPRESENTATIVE SUPPLIED THE ANSWER?

TITLE: _____

WAS THERE AN OFFER TO SETTLE? YES () NO ()

IF "YES", WHAT WAS THE OFFER? _____

