

UNION'S OFFICIAL REQUEST FOR INFORMATION FORM

In accordance with the provisions of Articles 17 and 31 of the National Agreement, the union hereby officially requests information necessary to determine whether to proceed with a grievance.

As a designated representative of the NALC, I request the following:

_____ Any *and all* information and documents taken into consideration by management, in reaching the decision to impose the disciplinary action. This includes a brief written narrative (signed by management official) detailing any information which does not appear on an official document to be provided.

This request relates to the disciplinary action issued on _____ to the following city carrier _____

_____ The following information and/or documents relating to a potential contractual violation:

Signature- requesting union rep

Title of union rep

Date

Signature- receiving mgmt rep

Title of mgmt rep

Date