



# NATIONAL POSTAL MAIL HANDLERS UNION LOCAL 300 AFL-CIO-CLC

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GRIEVANT / UNION

NATURE OF ALLEGATION

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Our Reference #: \_\_\_\_\_

DATE OF REQUEST: \_\_\_\_\_

TO: \_\_\_\_\_

TITLE: \_\_\_\_\_

FROM: \_\_\_\_\_

TITLE: \_\_\_\_\_

## SUBJECT: REQUEST FOR INFORMATION

I request that the following documents and/or witnesses be made available in order to properly identify whether or not a grievance does exist and, if so, their relevancy to the grievance.

Please Note: Articles 17.3B & 31.3 requires the employer of his agent to make all documents, files and other records necessary for processing a grievance of determining if a grievance exists. Such request shall not be unreasonably denied. Under 8a (5) National Labor Relations Act it is an unfair labor practice for the employer to fail to supply the relevant information for the purpose of collective bargaining. Grievance processing is an extension of the collective bargaining process.

\_\_\_\_\_  
Signature Approving Supervisor - Date

\_\_\_\_\_  
Requester's Signature - Date submitted

cc: file