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OFFICE OF THE
ASSISTANT POSTMASTER GENERAL
LABOR RELATIONS DEPARTMENT

Mr. Jim Lingberg
National Representative-at-Large
Maintenance Craft Division
American Postal Workers
Union, AFL-CIO
1300 L Street, N.W.
Washington, DC 20005-4128

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|---------|-----------------------|
| ARTICLE | 19 |
| SECTION | ASM |
| SUBJECT | DISCUSSION RECORDS |

Re: H7C-5F-C 6017
T. Ellis
Phoenix, AZ 85026

Dear Mr. Lingberg:

Recently, we met to discuss the above-captioned grievance at the fourth step of our contractual grievance procedure.

The issue in this grievance concerns the proper length of time for supervisors to retain personal notes concerning employees.

After reviewing this matter, we mutually agreed that no national interpretive issue is fairly presented in this case. We further agreed that supervisors' personal notes as defined in 314.52c of the Employee and Labor Relations Manual are to be destroyed when the supervisor/employee relationship ceases.

Accordingly, we agreed to remand this case to the parties at Step 3 for further processing, including arbitration if necessary.

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

Time limits were extended by mutual consent.

Sincerely,


David A. Stanton
Grievance and Arbitration
Division


Jim Lingberg
National Representative-at-Large
Maintenance Craft Division
American Postal Workers
Union, AFL-CIO

Date: 2/15/91



