



UNITED STATES POSTAL SERVICE  
475 L'Enfant Plaza, SW  
Washington, DC 20020

September 14, 1982

Mr. James I. Adams  
Administrative Aide  
Maintenance Craft  
American Postal Workers Union, AFL-CIO  
817 - 14th Street, NW  
Washington, D. C. 20005

ARTICLE	8
SECTION	5 E
SUBJECT	3971 TO BE
EXCUSED	

Re: C. Ward  
Miami, FL 33152  
HIC-3W-C-6779

Dear Mr. Adams:

On September 7, 1982, we met to discuss the above-captioned grievance at the fourth step of our contractual grievance procedure.

The matters presented by you as well as the applicable contractual provisions have been reviewed and given careful consideration.

We mutually agreed that there was no interpretive dispute between the parties at the National level as to the meaning and intent of the National Agreement as it concerns completing a 3971 when being excused from overtime.

It is our understanding that there is nothing in the National Agreement which prohibits management from obtaining some form of documentation when an employee asks to be excused from working overtime. While the Form 3971 may normally be utilized to document leave requests, there is nothing which precludes a local manager from utilizing such form for purposes of maintaining a record of various other actions including the documentation of why an employee was excused from performing work that he/she would otherwise be required to perform.

Accordingly, as further agreed, this case is hereby remanded to Step 3 for further processing by the parties at that level.