Administrative Dispute Resolution Procedure (ADRP)

Pursuant to the provisions of the 1994 national agreement, the parties have reached agreement on the establishment of the ADRP. The process is designed to expeditiously resolve complex disputes identified by the parties. This process will consist of a three (3) step procedure: (1) at the local level, (2) at the area/district level and (3) at the national level.

1. The local president or designee will initiate an appeal at Step 2 using the standard Step 2 grievance form identifying at “Line #11” that the dispute is under the ADRP process. The ADRP appeal will be filed with the designated local management official (management at the local and area/district level will announce the names of the designated officials). The time limit for discussion and appeal at each step is governed by Article 15 of the national agreement. The local union president or designee and the management designated representative will meet at a mutually agreeable time to discuss all pending disputes identified under the ADRP procedure. The purpose of discussion at the local level is to determine if there is a dispute over the facts or a general misunderstanding of the issue. Locals are advised to designate locally filed grievances under the ADRP procedure with a unique local number to identify them as separate from pending grievances.
2. If the local parties are unable to resolve the issue, the union may appeal to Step 3 using the standard Step 3 appeals form and noting the ADRP violation. ADRP appeals will be discussed at the area/district level by the APWU business agent and management designated representatives. When logged in at the grievance processing center, ADRP grievances will be given a unique designation noting coverage under the ADRP procedures. The purpose of discussion at the area/district level is to determine if a specific office or manager is in compliance with the area/district interpretation of the specific issue. Disputes over the interpretation of issues under the ADRP should be referred to the national level. If unresolved at the area/district level, the dispute will be appealed to the national level.
3. If unresolved at the national level, the union will certify the dispute to arbitration at either the regional or national level.
4. Grievances previously filed on subjects under the ADRP procedure will be removed and forwarded to the ADRP at the step where they are identified (Step 1&2 to Step 2, Step 3 to area/district level, pending arbitration to national level.

The designated APWU officials to discuss ADRP disputes at the national level are:

Phil Tabbita – Promotion Pay Disputes, VERA Disputes

Patricia Fitzgerald – FLSA Disputes

Steve Raymer/Rob Strunk – Article 12 Disputes

Pat Williams – TACS Disputes, NTFT Rollout Disputes

Michael Foster – Retiree Payroll Disputes

Mike Morris

Industrial Relations Director

American Postal Workers Union