



# American Postal Workers Union, AFL-CIO

817 Fourteenth Street, N.W., Washington, D.C. 20005 • (202) 842-4246

WILLIAM BURRUS  
Executive Vice President

April 1, 1985

*JIM*  
Dear Brother Williams:

Because of increased requests to permit private counsel to represent grievants in arbitration proceedings it is necessary that we establish uniform procedures to protect the interest of the union and to respond expeditiously to such request.

All future requests made by grievants or advocates must be in writing and signed by the requesting party, identifying the name of the attorney requested to represent. Such written requests will be forwarded to the office of Industrial Relations, accompanied by a copy of the complete file and a recommendation by the Regional Coordinator based on a review of all relevant information.

The Director of Industrial Relations will respond in writing of the final decision to grant or deny the request and in those cases where the request is granted a standardized waiver form will be forwarded for the grievant's signature.

Requests to permit private counsel to assist in the preparation of grievances will not require national approval, however relevant inquiries when appropriate should be directed to the national attorneys.

Please advise the Business Agents under your jurisdiction.

Yours in union solidarity,

*William Burrus*  
William Burrus,  
Executive Vice President

Jim Williams, Regional Coordinator  
APWU, AFL-CIO  
330 So. Wells St., Room 1402  
Chicago, Illinois 60605

WB:mc

cc: Joe Biller  
Tom Neill

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