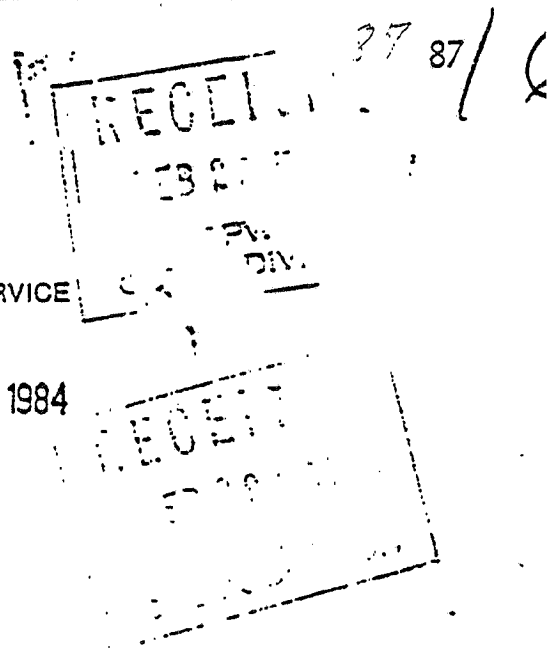




UNITED STATES POSTAL SERVICE
475 L'Enfant Plaza, SW
Washington, DC 20260

FEB 28 1984



Mr. James Connors
Assistant Director
Clerk Craft Division
American Postal Workers
Union, AFL-CIO
817 - 14th Street, N.W.
Washington, D.C. 20005-3399

Re: APWU - Local
Seattle BMC, WA 98003
H1C-5D-C 17110

Dear Mr. Connors:

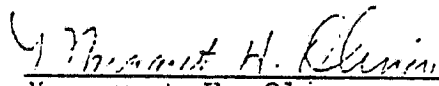
On February 3, 1984, we met to discuss the above-captioned grievance at the fourth step of our contractual grievance procedure.

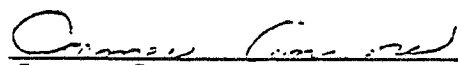
The question raised in this case is whether the placement of letters of warning and letters of sick leave restriction in an employee's Official Personnel Folder violates Article 19 of the National Agreement.

It is our mutual understanding that letters of warning and letters of sick leave restriction are clearly temporary records as defined in Handbook P-11, Section 621.431. As such, these documents are maintained on the left side of the Official Personnel Folder.

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

Sincerely,


Margaret H. Oliver
Labor Relations Department


James Connors
Assistant Director
Clerk Craft Division
American Postal Workers
Union, AFL-CIO