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FOR INTRA - COMPANY USES

DIVISION OR DEPARTMENT

INDUSTRIAL RELATIONS

FILE NO. RE LETTER OF

SUBJECT

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LOCAL 1245, I.B.E.W

San Francisco Division Grievance No. D.Gr/C 2-75-6 Distributing Paychecks to Clerical Bargaining Unit Employees

P-RC No. 185

July 31, 1975

AUG 1 1975

MR. C. A. MILLER, Chairman San Francisco Division Joint Grievance Committee

The Review Committee is in receipt of the above-mentioned grievance requesting that the unresolved issue be certified to arbitration. Pursuant to Section IV of the Supplemental Grievance Procedure dated March 8, 1974, the Chairman and Secretary of the Review Committee deny the request. WEITLAN RELATIONS

In reviewing the record, it is evident that the Joint Grievance RE Committee did not adhere to the procedures established for Joint Grievance SucCommittees as outlined in Section IV of the Supplemental Grievance Procedure. The grievance should have been investigated by the Local Investigating Committee prior to its referral to and acceptance by the Joint Grievance Committee accompanied by written report of its findings, including the factors in dispute and why the Committee could not resolve the grievance. Once the Joint Grievance Committee accepts referral from the Local Investigating Committee, the Joint Grievance Committee must, within 30 calendar days, have either settled the grievance or referred it to the Review Committee or requested certification directly to arbitration. In no event can the Joint Grievance Committee pend the grievance for more than an additional 30 days. Until these steps of the grievance procedure are adhered to, the grievance will not be docketed on the pagenda of the Review Committee.

In this instance, the foregoing is mainly instructive as to the handling of future grievances. From the record submitted, albeit improperly, the subject matter of the dispute is not, in the opinion of Chairman and Secretary of the Review Committee, a violation of the Labor Agreement. Therefore, to avoid the Division Joint Grievance Committee's spending further time in processing the complaint, the Committee will close the case without comment and so note this disposition in the next Committee minutes. prior to ita velerial to and generated

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L. V. BROWN, Chairmand carried same in no evano Chareview Committee 18 30 Communicas pend

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cc: IWBonbright

JHBlack

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Div. Pers. Mgrs. DLKennady

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