DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD
FORT BELVOIR, VIRGINIA 22060-6221

OCT 21 2004

IN REPLY
REFER TO J-13

MEMORANDUM FOR DIRECTOR, CUSTOMER SUPPORT OFFICE – COLUMBUS
DIRECTOR, CUSTOMER SUPPORT OFFICE – NEW CUMBERLAND

SUBJECT: Labor-Management Relations: Issuance of Annual Notice of "Weingarten" Representation Right

Title 5 U.S.C. 7114(a)(3) states that each agency shall inform employees in established bargaining units annually of their right to union representation as set forth in Title 5 U.S.C. 7114(a)(2)(B). The posting of an appropriate notice on employee bulletin boards will normally meet this annual notice requirement.

For those employees covered by the American Federation of Government Employees (AFGE) Council 169 Master Labor Agreement, employees must also be advised in writing annually that the union will be given the opportunity to be represented at any formal discussion between one or more employees in the unit or their representatives concerning any grievance or any personnel policy or practices or other general condition of employment.

The attached may be used to satisfy these requirements. If you do not have any employees represented by AFGE, you may want to delete the additional information concerning formal discussions and limit the notice to Weingarten rights. We ask that you proceed with this posting in accordance with any collective bargaining provisions applicable to your organizations or forward to activities you service. A sample notice is attached. For further information, please contact Ms. Mary Howard, DSN 427-8101 or commercial (703) 767-8101.

Karen D. Hilliard

KAREN D. HILLIARD
Staff Director
Labor and Employee Relations
Human Resources

Attachment

Federal Recycling Program Printed on Recycled Paper

Sample Notice to Employees – Right of Representation

NOTICE TO EMPLOYEES
IN EXCLUSIVE BARGAINING UNITS

_____
(Name of Activity)

Right of Representation

This is to inform you that pursuant to section 7114(a)(2)(B) of Title 5, U. S. Code, the exclusive union must be given the opportunity to be represented at any examination of an employee in the bargaining unit by a management representative in connection with an investigation if:

(1) The employee reasonably believes that the examination may result in disciplinary action against the employee; and

(2) The employee requests representation.

Opportunity to be Present at Formal Discussions

The union will be given the opportunity to be represented at any formal discussion between one or more representatives of the agency and one or more employees in the unit or their representatives concerning any grievance or any personnel policy or practices or other general condition of employment.

_____
(Activity Official)