



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

July 22, 1983

ARTICLE	19
SECTION	F-21
SUBJECT	
FORM 1723	
COMPLETION	

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

Re: APWU - Local
Phoenix AZ 85026
HLC-5K-C 12500

Dear Mr. Wilson:


On July 18, 1983, we met to discuss the above-captioned grievance at the fourth step of our contractual grievance procedure.


The question raised in this grievance is whether a 204B may complete PS Form 1723 for higher level signature.

We agreed to settle this case with the understanding that Form 1723 should normally be filled out and signed by management prior to the detail starting. Section 421.3 of the F-21, Time and Attendance Handbook, provides that the supervisor will complete the Form 1723, in duplicate, and forward both copies to the timekeeper. In addition, Section 413.1 of the F-22, PSDS Time and Attendance Handbook, also provides that the supervisor is to complete the form.

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

Sincerely,


Leslie Bayliss
Labor Relations Department


Kenneth D. Wilson
Assistant Director
Clerk Division
American Postal Workers
Union, AFL-CIO

JUL 26 1983

