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EMPLOYEE AND LABOR RELATIONS GROUP  
Washington, DC 20280

DEC 16 1977

Mr. Thomas D. Riley  
Assistant Secretary-Treasurer  
National Association of Letter  
Carriers, AFL-CIO  
100 Indiana Avenue, NW  
Washington, DC 20001

Re: D. Doyle  
Staubenville, OH  
NC-C-9237/5CLE-559B

Dear Mr. Riley:

On December 1, 1977, we met with you to discuss the above-captioned grievance at the fourth step of our contractual grievance procedure.

The matters presented by you as well as the applicable contractual provisions have been reviewed and given careful consideration.

Based on the evidence presented in this grievance, we find that the grievant was properly denied the salary increase due to unsatisfactory performance during the evaluation period. However, local management should, in the future, issue letters giving notice of the salary step increase withholding, including the date that the step increase will be withheld and gives more specifics as to the employee's unsatisfactory performance of duty.

Therefore, it is our conclusion that no violation of the National Agreement occurred and the grievance is denied.

Sincerely,

*Michael J. Harrison*  
Michael J. Harrison  
Labor Relations Department