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GRIEVANCE PROCEDURE

Article 15 of the Collective Bargaining Agreement governs the grievance procedure between the APWU and the U.S. Postal Service.

A grievance is defined in Article 15 as a:

“dispute, difference, disagreement or complaint between the parties related to wages, hours, and conditions of employment.”

This is a very broad definition and you should never let a postal supervisor or manager tell you that you do not have grounds for a grievance. If you have questions about whether or not you have a grievable issue, you should request “union time” from your immediate supervisor so they can arrange for you to meet with a union steward.

Steps in the Grievance Procedure

The grievance procedure consists of four steps:

- **Step 1** is where an individual meets and discusses the issue with their supervisor. If the issue is not resolved, it moves to the next step.
- **Step 2** is where a union official meets with a Postal Service official if a resolution was not reached during Step-1.
- **Step 3** is where an APWU National representative meets with an Area USPS official if a resolution was not reached at Step-2.
- **Step 4** is when the APWU and the USPS enter into a binding arbitration in front of a neutral arbitrator, selected jointly by the parties, to hear the grievance.

In order for a grievance to be considered “timely” it must be first discussed (“filed”) at Step-1 within 14-days of when the employee or the union first learned, or may reasonably have been expected to learn, of the issue.

If you believe you may have a grievance or if you are unsure whether or not you have a grievance, please contact your state or local union representatives.