

**SEX** – Now that I have your attention! Sexual Harassment cases have increase in recent years. For a time, due to Postal and Organization training sessions harassment cases had decreased. However, these cases are again increasing. Sexual Harassment or any kind including bullying should not occur in the Workplace. Sexual Harassment is covered under Title VII of the Civil Right Act. It is the Law and Postal Policy. Remember NO means NO. It is also suggested that romantic relationships should occur away from the job!

### **NAPS Representation:**

When a member is notified to attend a meeting that appears to be investigating an incident or an event, NAPS recommends you request a representative. NAPS reps need a reasonable amount of time to arrange their schedule to meet with a member and the investigating manager.

NAPS members who are placed on Administrative Leave are to follow managements instructions. While on this type of leave do not enter a postal facility unless authorize to attend a meeting related to your case. Calling postal employees could be seen as interfering in your investigation. Allow your NAPS Rep the opportunity to follow up on contacts that might be relevant to your case.

**The first Step to NAPS Representation** begins when a “member” (NAPS does not represent non-members) calls their local NAPS officers to request representation. A member is also allowed to request a Rep when meeting with the OIG” s. The NAPS officer/representative will help to arrange a mutual time to meet with management. Member should inform to the best of their ability what might be the subject matter of an investigation. Once the member, NAPS rep and Manager meet the member must continue to do their job if on the clock and wait for a decision by management to take corrective or adverse action. **Remember if you can't explain what is being investigated that will become a major program!** Be truthful when you respond to allegations by management.

**Corrective verses Adverse Action** – EAS Administration actions are cover under Chapter 650 in the Employees and Labor Relations Manual. Chapter 650 informs EAS how the EAS “discipline” process works. Corrective Actions are Letter or Warnings, LOW’s, or Letters of Warning in Lieu of 7 – 14 Days. The goal is to deny or acknowledge allegations and if needed set goals to correct the action or behavior Adverse Action is downgrades, removal and suspensions (unpaid) more than 14 days. Adverse Action can negatively impact pay and grade.

***NAPS Representatives work locally*** to address Correction Actions, they attempt to get the penalty mitigated or removed ASAP and help to improve the work performance or inappropriate behavior of our member. Adverse Actions are more serious and could result in a downgrade or removal. NAPS has a Disciplinary Defense Fund (DDF) that will provide a National NAPS Advocate or Legal Counsel to represent our members at the Merit System Protection board (MSPB) if eligible or the 650-appeal process if not eligible to appeal to MSPB once a final decision is rendered. ***This service is at no cost to our members. NAPS members must be a member 90 days prior to the occurrence and in their current position one continuous year. SIGN UP THOSE NON-MEMBERS!***

**Mediation:** Most Corrective Actions Letters in Lieu of and Adverse Actions proposal letters include a form for the member to request mediation. Why would a member consider mediation? An outside mediator is hired by the Postal Service to listen to Management and the Members issue with the goal of settling the case to the satisfaction of both parties with the help of the mediator. If the mediator cannot assist in resolving the case, then the appeal process resumes as outline in Chapter 650!

***Why so much focus on representation? Too many long time EAS NAPS members are seeking NAPS assistance who have no idea how much potential peril they may be facing. The Postal Service is changing daily. There are new programs, procedures, requirements and goals to focus on daily. Taking short cuts, momentary lapses of judgement, exceeding your authority can result in corrective or adverse action. When in doubt Don't Do It"! Ask questions, seek advance. Don't blow your career on bad judgement or mistakes***

***Western Region Training Seminar (WRTS) is almost here. If you are planning to attend, make sure you make your hotel reservation ASAP! The hotel rooms will be release back to the hotel and you will not receive our special Seminar rates. The WRTS will be held at the Sunset Station Hotel & Casino, 1301 West Sunset Road, Henderson NV, 89014. 888-786-7389 the Group Code SCINAPS the dates are August 1-4, 2019. Opening ceremony is Friday morning 9:00a.m. Hope to see you' there. Registration fee is \$175.00 if paid before July 12, 2019.***