

STANDARD GRIEVANCE FORM

Use additional pages for any section of this form, if necessary

NAME OF EMPLOYEE		OFFICE TELEPHONE
Chickasha OK		(405) 222-3813 x105
OFFICE LOCATION	POSITION	GRADE
Chickasha OK	Svc Rep	GS-8
REPRESENTED BY: <input type="checkbox"/> SELF <input checked="" type="checkbox"/> UNION	REPRESENTATIVE NAME	REP TELEPHONE
	Ylona Edd	(405) 605-3021

Description of grievance. What article(s) of the Agreement are involved?

I was counted as AWOL on 10-12 (30 mins) and 10-27 (15 mins). On 10-12-00 I had car trouble, called in advance and later that day I was told it was being denied (my leave request) by Kelly Ruffridge. On 10-27-2000, I called in advance, arrived at 9:02 and was not told until later that day that I would be counted AWOL. I told him when I called previous to 9 AM that I had been ill and even left work 30 minutes early that day because I was ill.

June 14, 2000 I was charged AWOL because I signed in at 8 AM (time on my phone) when I set my things down (See attached MFR where Kelly Ruffridge states she wants "my behavior to change.") After that day, John bought a clock to set by the front street, but I was still considered (AWOL) every time I am even one minute late. I am stuck behind closed doors with John for at least 45 minutes to an hour for a lecture on timeliness. This involves Article 31, Section 12G, Sections 5 & 6 and Section 12F

Relief sought:

I would like to be paid for the above periods of absence. I believe I was harassed repeatedly. I have had legitimate reasons for each incident above and was never advised at the time I called or requested leave that I would be AWOL. I believe the actions were taken as a disciplinary measure, and I want it to stop. Also, I want all documentation in reference to that deleted from my 7B file

I hereby authorize my representative to examine any appropriate official document, personnel record, or medical information which may be related to the grievance.

EMPLOYEE SIGNATURE	DATE
<i>[Signature]</i>	1-29-01

STEP 1 SUBMITTED

SUPERVISOR	TELEPHONE	ORAL PRESENTATION REQUESTED	DATE RECEIVED
John Biles	(405) 224-0521 x107	<input type="checkbox"/> YES <input type="checkbox"/> NO	

MEMO FOR RECORD

June 14, 2000

I passed John Biles on I-44 enroute to work in Chickasha this morning. There was a Highway Patrol up ahead, so I could not drive any faster for a few miles. I needed to because I was late for work. Once he made a U-turn on the highway, I kicked my van into high gear and made it to work on time according to the clock on my phone at my desk. I signed in at eight o'clock after I set my things down at my desk.

John called me into the Manager's office later that morning and advised me that I needed to sign a leave slip for being late. When I asked him why, he explained that by his calculations, I could not have made it to work on time. Then he explained that he called Glenna at 7:58 to ask what time it was by the office clock so he could verify. He said he called again a few minutes after 8 o'clock and Glenna told him I still wasn't there, therefore he wanted me to sign a leave slip for ¼ hour. I disagreed with him and his facts, but told him if it would save time I would just as soon sign it as to spend more time away from my formal training. A woman was here training me on Dragon NaturallySpeaking.

He later handed me a copy of the leave slip and it had been disapproved by Kelly Ruffridge, therefore marked AWOL. I was extremely upset. Kelly talked with me last Friday morning at length about the necessity of being on time. She felt my "tradiness" was obsessive and stated that from now on I had to come to the supervisor with my reason before it would be approved. I stated I had overslept and was running late, but when I spoke with her this afternoon, she stated it did not matter why I was late, that I would be counted AWOL from now on because she wants my behavior to change. I asked her if this was a disciplinary action, and she said no. It was because she does not want me to be late anymore. I tried to explain my personal situation and she listened, but insisted she would not change the AWOL action. I asked her if that meant I would lose any sick leave or annual leave accrual. She assured me it would not.

I asked Kelly to reconsider the action she was taking because of my circumstances and also because I had understood from our talk on Friday that previous to being counted as AWOL, I would be requested to have a note from a third party as a witness to my reason. That has not turned out to be the case because she said that

it didn't matter what the reason, she does not want me to be late for work anymore! She also stated that she didn't like my attitude when she had the talk with me on Friday and she didn't believe that I agreed with her about timeliness. I said that was not true, I see her point and did then. What I disagreed with was the amount of time that was being taken away from my formal training (45+ minutes) to lecture me about Tardiness.

Kelly advised me to seek help through EAP, which I decided to do after she stated she would be willing to give me Admin Leave to keep appointments for counseling. I am beginning to wonder if they are harassing with hope I will leave. My Worker's Comp doctor has already stated I can only continue to work with the "Voice Activated System" or I will have to be trained. He does not anticipate that my condition will improve. It is quite obvious that the "Dragon NaturallySpeaking" program is not compatible with NS-Elite, POMS, or CC-Mail. Unfortunately, I made that remark to John Biles last week. The timeliness of my job performance using that adaptive system will no doubt be detrimental to my job. I wonder where all this is going.

Jan Robinson asked me about a two weeks ago if she should be getting Disability Retirement papers ready for me due to my other physical problems. I said "no" and explained I still have a brain that works pretty good and I would like to look forward to living better than some of the claimants I deal with each day.