INTRODUCTORY STATEMENT

By Julia Akins Clark, General Counsel

The Unfair Labor Practice Casehandling Manual (ULP Manual) provides information on preventing, resolving, and investigating unfair labor practice charges under the Federal Service Labor-Management Relations Statute (the Statute). The ULP Manual has been prepared by the Federal Labor Relations Authority, Office of the General Counsel (OGC), pursuant to section 7104(f) of the Statute. The Manual is intended to provide a resource tool for Regional Office employees when processing ULP charges under the Statute. The Manual is also intended to provide parties and individuals to a ULP charge with a sound understanding of the ULP investigatory process and regulatory requirements, which enables Regional Office employees to timely and effectively process ULP charges. To this end, and consistent with the General Counsel's policy on training and educating the public on the OGC's role under the Statute, the Manual has been posted on the web site. The online version of the Manual will remain up-to-date as all edits will be inserted in a timely manner.

The Manual is fully hyperlinked to internal and external sources and covers each aspect of processing ULP--from filing to disposition. The Manual references relevant case law and provides for: (1) uniformity and best practices among the Regional Offices; (2) criteria and principles that govern discretion and judgment; and (3) Model and Sample Forms and Letters. The Manual is not intended to be a condensed version of all substantive law, nor is it intended to be a substitute for knowledge of the law. The Manual is not a ruling or directive, nor is is binding upon the FLRA General Counsel, FLRA Administrative Law Judges or the FLRA Members. Although the Regional Staff refers to the Manual when processing ULP cases, the Manual does not encompass all situations that may be encountered in processing ULP charges. Thus, responsible, professional judgment and experience are required in applying and using these guidelines. (July 2010)