

## Chapter 39

### INFORMATION REQUEST

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**DATE OF REQUEST:**

**GRIEVANT:**

**REQUESTOR NAME:**

**POSITION:**

**ADDRESS:**

**PHONE:**

**E-MAIL:**

**INFORMATION NEEDED NO LATER THAN:**

**REPRESENTATIONAL NEED:**

**RELATED PERSONNEL ACTION (if applicable):**

#### **INFORMATION REQUESTED**

**ITEM #1:** Suggestion 50-20-13-006: Please provide the complete file, including: A copy of the suggestion, distribution and acceptance correspondence, value analysis/calculation, etc.

**INTENDED USE:** This information will be used to establish the manner in which the award was processed, analyzed and evaluated in comparison to Agency procedures and a related suggestion. This information will be used to determine whether to grieve the related grievance.

**ITEM #2:** Suggestion 50-21-18-053: Please provide the complete file, including: A copy of the suggestion, distribution and acceptance correspondence, value analysis/calculation, etc.

**INTENDED USE:** This information will be used to establish the manner in which the award was processed, analyzed and evaluated in comparison to Agency procedures and a related suggestion. This information will be used to determine whether to grieve this suggestion.

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**ITEM #3:** The current Agency suggestion program guidelines.

**INTENDED USE:** This information will be used to established the applicable procedures for processing employee suggestions. This information will be used to determine whether to grieve this suggestion.

**ITEM #4:** Documentation which reflects the current status of the Agency Suggestion program on-line portal, including, but not limited to: the data maintained in the portal, current status of the portal, when it was taken off-line, when it will be restored, and whether information maintained in the portal is available or has been lost or destroyed and how information is being shared and communicated in the absence of the portal.

**INTENDED USE:** This information will be used to evaluate the manner in which the current suggestion has been processed, (i.e., the employee was advised that the suggestion was adopted and the value of the suggestion, but has received no commendation letter or other analysis), whether the employee is being treated consistently with other employees, to determine the information that the Union can reasonably expect the Agency to provide and analyze whether to file an individual or institutional grievance.

#### **PRIVACY CONCERNS:**

If any of the requested information is covered by the Privacy Act and disclosure would significantly affect the subject employees' privacy interest, please:

- Redact personal identifiers from the information and assign an identifying number or letter to all information pertaining to a particular employee, or
- Contact the Requestor at the e-mail address provided to discuss how the information may be provided to accommodate those interests.

#### **QUESTIONS / CONCERNS:**

If you have any questions or concerns about Chapter 39's need for the information requested, including the scope and time period of the request, or if the information cannot be provided in the time period specified by the most recent contract, contact the requestor directly at the e-mail address provided above.

DESIGNATION OF REPRESENTATION

I, David W Collins hereby designate Darryl K Daniels of Chapter 39 of the National Treasury Employees Union (NTEU) as my representative to receive copies of any and all information regarding any matter which may pertain to me and/or my employment with the Internal Revenue Service, including but not limited to notices, proposal letters, disciplinary decision letters, adverse action decision letters, and evidence folders.

I understand that the afore mentioned designee(s) is authorized to act on my behalf, and I expressly request all correspondence in these matters by directed to them with a copy to me I specifically authorize the release of information to my representative(s) which would otherwise be protected by the Privacy Act, 5 U.S.C. section 552a.

If the information in the possession of the Agency is in writing, Chapter 39 designee(s) is to receive unsanitized copies, as my designated Representative. Please coordinate with my designated representative regarding delivery via email or mail as agreed by the parties.



05/05/2021

Employee's signature and date



## Chapter 39

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**To:** Kathleen M. Thacker, Supervisory Revenue Officer

**Date:** May 6, 2021

**From:** Darryl Daniels, President NTEU Chapter 39

**Grievance #** \_\_\_\_\_

This grievance is filed on behalf of NTEU Chapter 39, David Collins,(Grievant), in accordance with Article 18 of the 2019 National Agreement on this date.

**Nature of Grievance:** The Grievant, Mr. Collins submitted a suggestion through the Employee Suggestion Program which was approved and adopted by the Internal Revenue Service. However, Mr. Collins believes that the tangible and/or intangible benefits were not computed correctly in determining the proper amount of the award.

**Articles and Sections alleged to have been violated:**

- IRM 6.451.1.14 (04-11-2019)  
Employee Suggestion Program
- Employees whose suggestions have both tangible and intangible benefits will receive an award based on two calculations per the provisions of the Employee Suggestion Guide Handbook and the MOU between NTEU and the IRS.
- In accordance with 5 USC Section 4502, a potential violation has occurred in that the payable amount of the award to the employee for his adopted suggestion was not computed correctly.
- Information Request is being issued to gather the facts and circumstances for computing the actual award. The Union reserves the right to amend, modify, delete from, and add to this grievance at the first step as management supplies the information requested on May 6, 2021.

**Remedies Requested:**

- Recomputation of the award amount to be issued to the grievant.
- Any other remedies as agreed to and allowed by law.
- Legal fees if litigated.

The Employer (IRS) and the Union “will ensure that their representatives are properly authorized to resolve matters raised” in this grievance, per Article 41, Section 1, Paragraph A of the National Agreement.

Please contact Chapter President, Darryl Daniels at [Darryl.Daniels@irs.gov](mailto:Darryl.Daniels@irs.gov) or (615) 250-5297 to schedule a Step 1 meeting.

NOTE: Information or discussion concerning this grievance with employees and/or management who are not directly concerned with the issue is a violation of the privacy rights of the Grievant.