

Formal Meetings

What Is a FORMAL MEETING or DISCUSSION?

- A formal meeting or discussion takes place between an agency representative(s) and a bargaining unit employee(s) concerning any grievance or any personnel policy or practice or other condition of employment that affects bargaining unit employees. The PASS representative has a right to attend and participate in all formal meetings and discussions.

Elements of FORMAL MEETINGS or DISCUSSIONS:

- Participants include one or more representatives of the agency and one or more bargaining unit employees.
- Subject matters include grievances, any personnel policies or practices, or other conditions of employment.
- Adequate notice must be provided to PASS along with the right to designate a representative.

Prior to and During a FORMAL MEETING or DISCUSSION, PASS Can:

- Ask what meeting is about.
- Clarify matters being discussed.
- Represent the interest of employees.
- Engage in discussions and ask questions.

Prior to and During a FORMAL MEETING or DISCUSSION, PASS cannot:

- Unreasonably delay.
- Insist on more than one PASS representative.
- Demand other topics be discussed.
- Disrupt the meeting.

References:

5 USC 7114 (a)(2)(A)

PASS/FAA CBAs: Article 4, Sections 2 and 7

