

DEPARTMENTS OF THE ARMY AND AIR FORCE  
OFFICE OF THE ADJUTANT GENERAL  
HUMAN RESOURCES OFFICE  
CAMP ROBINSON – BLDG 7300  
NORTH LITTLE ROCK, AR 72199-9600

NGAR-HRO-LRS

23 July 2013

MEMORANDUM FOR All Non-Managerial, Non-Supervisory Federal Employees in the  
Arkansas National Guard

SUBJECT: Annual Notice of Right to Union Representation

1. The Civil Service Reform Act of 1978 gives federal employees, represented by exclusive labor organizations, the right to have a union representative present at any meeting which involves an examination by a representative of the agency in connection with an investigation. Section 7114, "Representation Rights and Duties of the Civil Service Reform Act of 1978; states:

"(a) (1) A labor organization which has been accorded exclusive recognition is the exclusive representative of the employees in the unit it represents and is entitled to act for, and negotiate collective bargaining agreements covering, all employees in the unit. An exclusive representative is responsible for representing the interests of all employees in the unit it represents without discrimination and without regard to labor organization membership.

(2) An exclusive representative of an appropriate unit in an agency shall be given the opportunity to be represented at—

(A) any formal discussion between one or more representatives of the agency and one or more employees in the unit or their representatives concerning any grievance or any personnel policy or practices or other general condition of employment; or

(B) any examination of an employee in the unit by a representative of the agency in connection with an investigation if-

(i) the employee reasonably believes that the examination may result in disciplinary action against the employee; and

(ii) the employee requests representation.

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(3) Each agency shall annually inform its employees of their rights under paragraph (2)(b) of this subsection."

2. Refer questions concerning this matter to MAJ B.J. Vincent the Labor Relations Specialist at the Human Resources Office at (501) 212-4207 or [benjamin.j.vincent4.mil@mail.mil](mailto:benjamin.j.vincent4.mil@mail.mil).



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