



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT

Office of Labor Relations

January 8, 2010

GENERAL NOTICE NO. 2010-01

TO: Labor Relations Designees

FROM: Office of Labor Relations

SUBJECT: P-2 Donation of Leave Solicitations by State E-Mail

Attached is a stipulated agreement negotiated with the P-2 bargaining unit which permits the use of the state e-mail system to solicit donations of leave for P-2 members who have exhausted all of their paid leave accruals and would otherwise be on leave without pay status, subject to the limitations contained in the agreement. Those limitations are noted in detail in the stipulated agreement but generally are that a union steward/executive board member must make the request to the Agency Personnel Administrator or designee. Only one message will be sent, with no replies to the message or other use of the State e-mail system permitted. The message must indicate to whom the forms are to be sent. Agency Human Resources offices will be responsible for sending the e-mail to employees within the agency. The solicitation should be very simple with maximum consideration given to the employee's privacy. As the P-2 contract permits donations across agency lines, each agency may be asked by the union to send the solicitation to its employees, even if the affected employee is employed by a different agency. Please note that the agreement specifically notes that sending the solicitation does not mean the agency is endorsing or otherwise encouraging donations and language to that effect may be put in the message. Also, sending the message does not otherwise waive the qualifying requirements of Article 29, Section Seven (e) of the P-2 contract.

It is important to note that this is a specific exception to the Acceptable Use of State Systems Policy and that it does not authorize any other use of the State e-mail system by the Union. As you know, there is an arbitration award upholding the Acceptable Use of State Systems Policy. In addition, this exception is specific to the P-2 Union only.

Agency Labor Relations Designees with questions about this Agreement should contact Paul Bodenhofer (418-6215) or e-mail Paul.Bodenhofer@ct.gov.

Linda J. Yelmini

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Director of Labor Relations