



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT
OFFICE OF LABOR RELATIONS

June 1, 2015

GENERAL NOTICE NO. 2015-04

TO: Labor Relations Designees

SUBJECT: Organizational Activity

It has been brought to my attention that Union organizational activities are afoot within State government. On or about May 11, 2015, an Organization currently unaffiliated with our bargaining units sent an e-mail to members of the NP-5, P-4 and perhaps other employees inviting them fill out representation cards and return them electronically to the Union.

While there is not much that can be done regarding incoming e-mails that have already been received, we must remember our obligations regarding the acceptable use of the State computer systems and appropriate responses to a Union's organizing efforts. The State-wide Acceptable Use Policy provides, in relevant part that:

Misuse of State Systems

State systems are provided at State expense and are to be used solely to conduct State of Connecticut business. Unacceptable system usage is generally defined as any activity NOT in conformance with the purpose, goals, and mission of the agency. Additionally, activities that are NOT in accordance with each user's job duties and responsibilities as they relate to the user's position within State service are also unacceptable. Any usage in which acceptable use is questionable must be avoided. When in doubt, seek policy clarification from your agency Director of Human Resources (or person serving in this capacity) prior to pursuing the activity.

The Question and Answer portion of the Policy provides, in relevant part that:

Union

26. Q: Is it okay for employees to visit their union's website using a State computer?

A: Yes.

27. Q: Is it okay for users to distribute Union information via (State) e-mail?

A: No.

28. Q: Is it okay for employees to use (State) e-mail to contact their Union Steward to arrange for representation?

A: Yes.

Notwithstanding the above, it is not acceptable for employees to use the State e-mail for purposes such as a Union's internal elections, or responding to labor organizing activities. This type of activity is not work-related. There is a difference between a Union that is already representing employees being contacted by a member to obtain a steward to represent that employee at a meeting versus a Union candidate seeking a member's vote. That is no more work related than a different organization desiring to become the authorized representative for a group of employees who are currently organized. Employees responding to such non work-related e-mails using the State e-mail system would be in violation of the Acceptable Use Policy.

Labor Relations Designees with questions concerning this request should contact the Office of Labor Relations at 418-6447. All others should contact their Central Personnel Office. Your anticipated cooperation is appreciated.



Lisa Grasso Egan
Undersecretary for Labor Relations