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Region 18 HOT DISH

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From the Director's Chair

This will be my final article for the Hot Dish. As many of you know, I am leaving Region 18 and I have accepted a new job as Regional Director in Region 6 Pittsburgh. It is with a heavy heart that I say farewell to my many friends and acquaintances in Region 18. I plan to leave the Region sometime the week before Memorial Day, 2009 and start my new job in Pittsburgh the Tuesday after Memorial Day.

I have been blessed with a wonderful staff that has made my work in the Region very enjoyable. I cannot say enough about the professionalism and competence of the Region 18 staff. We are all very fortunate to have such high quality people in both the Region, and the Des Moines Resident Office.

Region 18 is also fortunate to have such a strong relationship with the local labor bar and labor practitioners in our area. It has been a pleasure working with such knowledgeable and skilled parties. I will miss the relation-

ships that we have developed.

I want to sincerely express my gratitude to you for your cooperation in working with me and the Region during my eight years



**Departing Regional Director
Bob Chester**

in Minnesota. When I transferred from Pittsburgh in 2001 to become ARD in Minneapolis, I had some natural apprehension of the unknown and whether I would be accepted in the Region. You helped make my transition seamless and laid my concerns to

rest. I am grateful for the opportunity to work with you as both the ARD and the Regional Director in Region 18. I will miss the opportunities to attend the yearly CLE events and other gatherings where we have met, talked, told stories and shared concerns.

Many of you know that I am from the Western Pennsylvania area and the Director's job in Pittsburgh gives me an opportunity to return to my roots and live closer to our family. Our daughter and her husband live in Pittsburgh and they had their first child (our first grandchild) last October. Our son and his wife, who live in Western NJ, are expecting their first child in August. My new position will allow my wife and me to be closer to our family.

I will miss all of you. Please keep in touch. My email will remain the same: Robert.chester@nlrb.gov. And my phone number in Region 6 will be 412-644-2977.

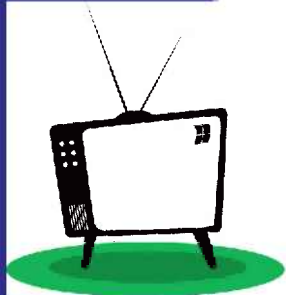
NLRB Speakers are available for your group or event

Members of the Region's staff are available to make presentations before any employer or union group, classroom group, legal services agency or clinic, or labor relations association, to describe the National Labor Relations Act's protections, how the Region investigates and resolves

unfair labor practice charges, processes representation petitions, or any NLRB topic of interest.

To arrange for a speaker or to discuss possible topics, please do not hesitate to call the Regional Outreach Coordinator, Pamela Scott, at (612) 348-1788.





Digital Television
coming June 12, 2009

*Some documents
may be filed
electronically;
some may not.
Make sure you
check the list
before you file*



NLRB Helping FCC prepare the public for Transition to Digital Television

In an effort to aid the Federal Communications Commission (FCC) to educate the public regarding the conversion to digital television, the NLRB has agreed to display posters in its reception areas and place in reception areas information materials to the public regarding the na-

tional transition to digital television that is scheduled to take place on June 12, 2009.

On June 12, 2009, all full-power broadcast television stations in the United States will stop broadcasting on analog airwaves and begin broadcasting only in digital.

Digital broadcasting will allow stations to offer improved picture and sound quality and additional channels. Find out more about whether or not you will be impacted by the digital (DTV) transition by visiting the DTV Website of the Federal Communications Commission at: <http://www.dtv.gov/>

E-Filing Documents with the NLRB

Last year, the Agency's website (www.nlr.gov) was recognized as one of the five best out of 158 in the federal government. This accolade came from the National Security Archive (NSA), a nongovernmental research institute and library located at George Washington University. NSA noted that the NLRB's site contains a wealth of information and an "excellent navigation scheme."

The site allows users to transact business online with the Agency. Several important enhancements include: 1) "MY NLRB" a feature using portal technology that allows users who E-file documents to establish their own accounts in order for the system to automatically fill in data fields on E-filing forms; and 2) an expanded E-filing program for filing documents electronically with the General Counsel's Office of Appeals, the Division of Judges, and Regional, Subregional, and Resident Offices. Documents that may be filed with the Regional Office electronically include:

- *Position Statements
- *Notices of Appearance
- *Requests for an Extension of Time for Filing of Documents due to be filed with a Regional Director or Hearing Officer
- *Requests for a postponement of Hearing

- *Excelsior lists
- *Observer Designations
- *Requests to Proceed
- *Withdrawal Requests
- *Disclaimers of Interest
- *Election Objections and Evidence in Support
- *Representation Case Briefs to the Regional Director/Hearing Officer
- *Documents Addressed to Administrative Law Judges and to be served on Counsel for the General Counsel
- *Unfair Labor Practice Exceptions and Briefs to the Board to be served on Counsel for the General Counsel
- *Answers to Complaints or Compliance Specifications
- *Motions for Summary Judgment and responses to such motions to be filed with the Regional Director or Counsel for the General Counsel
- *Petitions to Revoke Subpoenas and responses to such petitions to be filed with the Regional Director or Counsel for the General Counsel

(See page three for a list of documents that are NOT accepted electronically)

NxGen: Agency to begin Maintaining Electronic Case Files



In the coming months, the NLRB will begin to maintain all of its case files electronically. A new software pack-

age will allow all case information to be kept electronically. We are spreading the word now to all who utilize the Agency to submit approved documents electronically. With the advent of electronic case files, all parties are encouraged to submit letters, position state-

ments, and all other documentary evidence in electronic form. A list of all documents that may be filed electronically can be found on the Agency's website at www.nlr.gov by clicking on E-GOV, then E-filing, then "File Documents" under Regional Offices. For your convenience, a list is also included on the previous page.



Help us to Help You!

Important Reminders!!

Charging Parties are to submit initial evidence within 7 days of filing their charge. This includes a statement of facts that form the basis of the charge, and the names of witnesses with their contact information and what they will testify to. Please note that the Region can dismiss a charge for

lack of cooperation when the Charging Party does not provide information timely. If you need more than 7 days, you should notify the Investigating Agent right away. If you are not prepared to provide your evidence within 7 days, you should consider waiting to file your charge until you are prepared to do so, absent a 10(b) issue.

Get standard forms in early. The Notice of Appearance and Questionnaire on Commerce Information forms are sent out with the Region's initial

letters when a charge is filed. It is recommended that these forms be turned in early, to ensure that future contact is addressed to the correct party and any jurisdictional issues are addressed promptly. If for some reason you did not receive these forms in the Region's docketing letter, they can be downloaded from the NLRB's website, www.nlr.gov. Once on the website, click the E-GOV tab, and then click "online forms." Both forms are listed, along with several other commonly used forms.

Documents that are NOT accepted electronically

- *Charges
- *Petitions
- *Petitions for Advisory Opinions
- *A document that is more than 20 megabytes in size.

Please note that date-sensitive electronic filings must be submitted so that transmission through the Agency's website is accomplished by the time of close of business in the receiving office.

A failure to timely file or serve a document will not be excused on the basis that the transmission could not be accomplished because the Agency's website was off-line or unavailable for some other reason.



Wishing you a wonderful summer!

**NLRB
Region 18
Minneapolis
staff**

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Des Moines, IA 50309
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Board Initiates American Flag Policy

The Board's election procedure has been called "the crown jewel of the Board's endeavors." In keeping with this tradition, Regions now display the American flag at all elections they conduct. In announcing this initiative, the Agency noted that display of the flag will lend dignity to the election process and communicate to all participants that they are involved in an official activity of the Government of the United States. For many of the voters in board elections, including some immi-

grant workers, voting in a secret-ballot NLRB election may be their first experience with the democratic process. For all employees who cast ballots for or

against representation, Board elections present a rare opportunity to emphasize that the Government is truly serious about the promise of Section 7 of the Act.

For more about this, read Operations Management Memorandum, OM 08-28, which can be found on our website.

