

APPENDIX 62 QUALIFICATION FOR PL DAYS - IMPROPER CALCULATION OF QUALIFYING DAYS

CLAIM ONE BASIC DAY

Claiming a basic day for Timekeeping's violation Q&A 4 of Appendix 62 of the Agreement. I was available for the entire (FH or LH) of (Month). In the calculation of qualifying days for personal leave (PL) days I was credited (Number of days) when I should have been credited (Number of days) as per the Agreement.

Remember to document everything that happens on your Federal Tie Up Screen. You have 60 days from the time the claim happened to get it put in but only one chance to do your FRA Reporting correctly. So do the FRA Reporting and ask about the claim if you are not sure.