

ATTACHMENT 4B2

SAMPLE LETTER APPROVING PARTIAL WITHDRAWAL REQUEST

(date)

Charging Party Rep.
(Name and Address)

Re: Case Name and Case Number

Dear Mr./Ms. (Name):

This confirms your telephone conversation on (date), with Field Attorney, (Name), in which you intend to withdraw the 5 U.S.C. §§ 7116(a)(2) and (8) allegations in the captioned case.

These allegations have been withdrawn with my approval. The remaining independent 5 U.S.C. § 7116(a)(1) allegation underlying the unfair labor practice charge will continue to be processed.

Very truly yours,

Regional Director

cc: Charged Party Rep.
(Name and Address)