

ATTACHMENT 5G2

SAMPLE LETTER CLOSING THE CASE

(Date)

Charged Party Rep.
(Name and Address)

Dear Mr./Ms. (Name):

I have reviewed all aspects of compliance in this case. I have determined that the Respondent has met its obligations with regard to the terms and provisions of the Federal Labor Relations Authority's Decision and Order, FLRA No. (), dated ().

Accordingly, this matter is closed and will remain closed conditioned upon continued compliance with the Decision and Order.

In the event that subsequent violations of the Federal Service Labor-Management Relations Statute occur, this matter may be reopened.

Sincerely,

Regional Director

cc: Charging Party Rep.
(Name and Address)