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To: Bureau of Land Management	From: Jacob M. Schnur
Attention Of: Ms. Sharon Long	Date: August 1, 2006
Fax Number: (916)-978-4478	Total Pages (including Cover): 2
Regarding: 7114 Information Request	

Urgent

- 1 Reply ASAP
- 1 Please Comment
- 1 Please Review
- 1 For Your Information

Comments:

Request for Information Pursuant to §7114(b)

Please provide the following as soon as possible, but in no case later than fifteen (15) calendar days from the date of receipt:

1. A list of all bargaining unit employees represented by the Union **during the period August 1, 2002 to present**, including first and last name, position title, Agency position number, job series, grade and step, FLSA exempt or non-exempt status, email address, business phone number and business address (in hard copy **and electronic format**).

Particularized Need: This information is necessary to determine which employees have been misclassified under FLSA classification guidelines, which series have been misclassified under FLSA classification guidelines, and the contact information for these employees.

2. A copy of the Position Description from each series ranging from lowest to highest step.

Particularized Need: the position description will provide us with the necessary information pertaining to the specific jobs and duties of the individual series and grades. This is necessary in determining if there has been a correct FLSA classification of particular employees.

Thank you for your attention to this matter. If you have any objections or need clarification of this request please contact me immediately.

/s/

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Date: August 1, 2006