

**PUBLIC EMPLOYMENT RELATIONS BOARD[621]**

[Prior to 11/5/86, Public Employment Relations Board [660]]

## CHAPTER 1

## GENERAL PROVISIONS

- 1.1(20) Construction and severability
- 1.2(20) General agency description
- 1.3(20) General course and method of operation
- 1.4(20) Method of obtaining information and making submissions or requests
- 1.5(20) Petition for rule making
- 1.6(20) Definitions
- 1.7(20) Computation of time
- 1.8 Reserved
- 1.9(17A,20) Waiver or variance of rules
- 1.10(20) Agency record and files

## CHAPTER 2

## GENERAL PRACTICE AND HEARING PROCEDURES

- 2.1(20) Hearing—time and place—administrative law judge
- 2.2(20) Notice of hearing—contents
- 2.3(20) Default
- 2.4(20) Intervention and additional parties
- 2.5(20) Continuance
- 2.6(20) Appearances and conduct of parties
- 2.7(20) Evidence—objections
- 2.8(20) Order of procedure
- 2.9(20) Amendments
- 2.10(20) Briefs and arguments
- 2.11(20) Sequestration of witnesses
- 2.12(20) Subpoenas
- 2.13(20) Form of documents and treatment of confidential or protected information
- 2.14(20) Captions
- 2.15(20) Service of pleadings and other papers
- 2.16(20) Consolidation
- 2.17(20) Prohibition against testimony of mediators, arbitrators and board employees
- 2.18(20) Delivery of decisions and orders
- 2.19(20) Stays of agency action
- 2.20(20) Ex parte communications
- 2.21(20) Transcripts of record
- 2.22(20) Dismissal
- 2.23(20) Informal disposition
- 2.24(20) Evidence of settlement negotiations

## CHAPTER 3

## PROHIBITED PRACTICE PROCEEDINGS

- 3.1(20) Filing of complaint
- 3.2(20) Contents of complaint
- 3.3(20) Clarification of complaint
- 3.4(20) Service of complaint
- 3.5(20) Answer to complaint
- 3.6(20) Voluntary dismissal or withdrawal of complaint
- 3.7 Reserved

- 3.8(20) Investigation of complaint
- 3.9 to 3.11 Reserved
- 3.12(20) Costs of certified shorthand reporters and transcripts

CHAPTER 4  
BARGAINING UNIT AND BARGAINING  
REPRESENTATIVE DETERMINATION

- 4.1(20) General procedures
- 4.2(20) Unit determination
- 4.3(20) Bargaining representative determination (election petitions)
- 4.4(20) Concurrent (combined) petitions
- 4.5(20) Unit reconsideration
- 4.6(20) Amendment of unit
- 4.7(20) Unit clarification
- 4.8(20) Amendment of certification

CHAPTER 5  
ELECTIONS

- 5.1(20) General procedures
- 5.2(20) Eligibility—voter eligibility lists
- 5.3(20) Methods of voting—general procedures
- 5.4(20) Objections to an election
- 5.5(20) Certification elections
- 5.6(20) Retention and recertification elections
- 5.7(20) Decertification elections
- 5.8(20) Professional and nonprofessional elections
- 5.9(20) Amendment of unit elections
- 5.10(20) Destruction of ballots

CHAPTER 6  
NEGOTIATIONS AND NEGOTIABILITY DISPUTES

- 6.1(20) Scope of negotiations
- 6.2(20) Consolidated negotiations
- 6.3(20) Negotiability disputes
- 6.4(20) Public safety unit determination
- 6.5(20) Voluntary settlement procedures
- 6.6(20) Filing of agreement

CHAPTER 7  
IMPASSE PROCEDURES

- 7.1(20) General
- 7.2(20) Fees of neutrals
- 7.3(20) Mediation
- 7.4 Reserved
- 7.5(20) Binding arbitration
- 7.6(20) Impasse procedures after completion deadline
- 7.7(20) Impasse procedures for state employees

CHAPTER 8  
INTERNAL CONDUCT OF EMPLOYEE ORGANIZATIONS

- 8.1(20) Requirements
- 8.2(20) Registration report
- 8.3(20) Constitution and bylaws

8.4(20)	Annual report
8.5(20)	Bond required
8.6(20)	Trusteeships
8.7(20)	Failure to comply with employee organization requirements

CHAPTER 9  
ADMINISTRATIVE REMEDIES

9.1(17A,20)	Final decisions
9.2(17A,20)	Appeals or petitions for the board's review
9.3(17A,20)	Board's review on its own motion
9.4(17A,20)	Petition for amicus curiae status
9.5(17A,20)	Board proceedings on appeal or review
9.6(17A,20)	Rehearing
9.7(17A,20)	Stays of agency action

CHAPTER 10  
DECLARATORY ORDERS

10.1(17A,20)	Who may petition
10.2(20)	Contents of petition
10.3(17A,20)	Caption
10.4(17A,20)	Notice of petition
10.5(17A,20)	Intervention
10.6(17A,20)	Briefs
10.7(17A,20)	Service of petitions and other papers
10.8(17A,20)	Action on petition
10.9(17A,20)	Refusal to issue order
10.10(17A,20)	Copies of orders

CHAPTER 11  
STATE EMPLOYEE APPEALS OF GRIEVANCE DECISIONS  
AND DISCIPLINARY ACTIONS

11.1(8A,20)	Notice of appeal rights
11.2(8A,20)	Filing of appeal
11.3(8A,20)	Service of appeal
11.4(8A,20)	Content of appeal
11.5(8A,20)	Content of director's response to the appeal
11.6(8A,20)	Right to a hearing
11.7(8A,20)	Final decisions
11.8(8A,20)	Review by board
11.9(8A,20)	Costs of certified shorthand reporters and transcripts
11.10(8A,20)	Other rules

CHAPTER 12  
PUBLIC RECORDS AND FAIR INFORMATION PRACTICES  
(Uniform Rules)

12.1(20,22)	Definitions
12.3(20,22)	Requests for access to records
12.6(20,22)	Procedure by which additions, dissents or objections may be entered into certain records
12.9(20,22)	Disclosures without the consent of the subject
12.10(20,22)	Routine use
12.11(20,22)	Consensual disclosure of confidential records
12.12(20,22)	Release to subject

- 12.13(20,22) Availability of records
- 12.14(20,22) Data processing systems
- 12.15(20,22) Applicability

### CHAPTER 13 MEDIATORS

- 13.1(20) Scope and authority
- 13.2(20) Definitions
- 13.3(20) List and status of members
- 13.4(20) Mediator listing
- 13.5(20) Independent contractor agreement
- 13.6(20) Conflict of interest
- 13.7(20) Confidentiality
- 13.8(20) Complaints
- 13.9(20) Inactive status

### CHAPTER 14 ARBITRATORS

- 14.1(20) Scope
- 14.2(20) Definitions
- 14.3(20) Roster and status of members
- 14.4(20) Fees of arbitrators
- 14.5(20) Arbitrator roster
- 14.6(20) Interest arbitrator mentorship program
- 14.7(20) Biography
- 14.8(20) Conflict of interest
- 14.9(20) Procedures for discipline and removal
- 14.10(20) Inactive status

### CHAPTER 15 Reserved

### CHAPTER 16

#### ELECTRONIC DOCUMENT MANAGEMENT SYSTEM

- 16.1(20) Effective date and scope
- 16.2(20) Definitions
- 16.3(20) Registration, username, and passwords
- 16.4(20) Mandatory electronic filing and exceptions
- 16.5(20) Filing of paper documents
- 16.6(20) Date and time of filing
- 16.7(20) Signatures
- 16.8(20) Format and redaction of electronic documents
- 16.9(20) Exhibits and other attachments
- 16.10(20) Service
- 16.11(20) Discovery
- 16.12(20) Transcripts, briefs and exhibits