



ARASA/DIV TCU CASE REPORT

(PLEASE PRINT IN BLACK INK)

CASE: _____

RAILROAD: _____

LODGE: _____

- ▶ CLAIMANT _____
- ▶ SOCIAL SECURITY NO: _____
- ▶ SENIORITY DATE: _____
- ▶ RATE OF PAY: _____
- ▶ DESCRIPTION OF OFFENSE/CLAIM _____
- ▶ 2ND LEVEL NO. _____
- ▶ DEPARTMENT/ LOCATION _____
- ▶ LIABILITY _____
- ▶ 3RD LEVEL NO. _____
- ▶ ORGANIZATION'S NO. _____
- ▶ POSITON/JOB CODE _____
- AS OF _____ CONTINUING PER MONTH _____

2ND LEVEL

- ▶ DATE APPEAL DATED/RECEIVED _____
- ▶ SUPERVISOR HANDLING _____
- ▶ CONFERENCE DATE _____
- ▶ REPRESENTATIVE(S) _____
- ▶ 2ND LEVEL DECISION _____ DATE _____
- DATE JOINT SUBMISSION REQUESTED _____
- DATE FACTS SUBMITTED TO ORGANIZATION _____
- DATE FACTS ACCEPTED/ EX PARTE BY ORGANIZATION _____
- DATE SUBMISSION COMPLETED _____

3RD LEVEL

- ▶ DATE APPEAL DATED/RECEIVED _____
- ▶ RESPONSE DUE DATE _____
- ▶ OFFICER HANDLING _____
- ▶ CONFERENCE DATE _____
- ▶ REPRESENTATIVE(S) _____
- ▶ 3RD LEVEL DECISION _____ DATE _____
- ▶ DATE OF INTENT TO PROGRESS _____

BOARD LEVEL

- ▶ ATTACHMENT "A" DATE _____ CASE NO. _____
- ▶ BOARD NO. / ARBITRATOR _____
- ▶ CASE NO. /DOCKET NO. (NRAB) _____
- OFFICER HANDLING _____
- SUBMISSION DUE _____ SUBMITTED _____
- ▶ DATE HEARD _____
- ▶ AWARD NO./DATE/AWARD _____
- _____

- ▶ TOPICAL INDEX DESCRIPTION _____
- _____

- ▶ SUBTOPIC DESCRIPTION _____
- _____

- ▶ DATE OF OFFENSE/OCCURANCE _____
- DATE HELD OUT OF SERVICE _____
- DATE CHARGED/CLAIM FILED _____
- ▶ CHARGING OFFICER _____
- DATE TRIAL/INVESTIGATION SCHEDULED TO BEGIN _____
- DATE(S) OF POSTPONMENT(S) OF TRIAL _____
- ▶ DATE OF HEARING _____ ▶ HEARING OFFICER _____
- DATE NOTIFICATION OF DISCIPLINE/CLAIM DENIED _____
- ▶ DISCIPLINE ASSESSED _____
- BY WHOM (NAME & TITLE) _____
- DATE DECISION REJECTED _____
- DATE(S) DISCIPLINE ACTUALLY SERVED (IMPOSED) _____
- NO. OF DAYS SERVED FROM EARLIER _____
- DISCIPLINE AS A RESULT OF THIS DISCIPLINE _____
- ORGANIZATION PROCEDURAL DEFECTS _____
- _____
- _____

IF TIME LIMITS HAVE NOT BEEN COMPLIED WITH, WHEN AND BY WHOM _____

HAS HANDLING COVERED:	2ND LEVEL	3RD LEVEL
1. PROCEDURAL DEFECTS	_____	_____
2. JURISDICTIONAL ASPECT	_____	_____
3. ADDITIONS TO AND CHANGES IN SUBJECT MATTER	_____	_____
4. ARGUMENTS, EVIDENCE AND ISSUES	_____	_____
5. BROAD AND GENERAL STATEMENTS	_____	_____
6. ALL RULES CITED, REGARDLESS OF OF WHETHER MATERIAL AND RELEVANT	_____	_____
7. ANY AND EVERY EXTENSION OF TIME LIMITS	_____	_____

RECORD INCLUDES CORRECT FACTS AND DATA IN SUPPORT OF POSITION AND COMPLETE RESEARCH _____

PREPARED BY: _____ 2ND LEVEL HANDLING _____ 3RD LEVEL HANDLING _____ BOARD LEVEL HANDLING _____