



**PERSONNEL APPEALS BOARD  
WASHINGTON, D.C.  
NOTICE OF ELECTION**

**INSTRUCTIONS TO ELIGIBLE EMPLOYEES  
VOTING BY U.S. MAIL**

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**NOTICE OF MAIL BALLOT ELECTION**

Under 5 U.S.C. §7102, Federal employees have the right to form, join, or assist any labor organization, or to refrain from any such activity, freely and without fear of penalty or reprisal, and each employee shall be protected in the exercise of such right. These rights are specifically applicable to employees of the Government Accountability Office through the GAO Personnel Act, 31 U.S.C. §732(e).

An election by secret ballot is being conducted under the supervision of the Personnel Appeals Board among the eligible voters. This election is to determine whether the eligible voters desire to be represented by GAO Employees Organization, IFPTE, as their exclusive representative for purposes of collective bargaining with GAO.

An OFFICIAL BALLOT, a PREPAID RETURN-ADDRESSED ENVELOPE and a yellow SECRET BALLOT ENVELOPE are enclosed. To vote by mail, carry out the following instructions:

**INSTRUCTIONS TO EMPLOYEES VOTING BY U.S. MAIL**

(Read carefully)

From the time you open the envelope containing the ballot, you should consider yourself in the same position as though in a voting booth in a manually conducted ("in person") election. You should follow the instructions below and drop your ballot in the United States Mail before discussing it with anyone. Read the official ballot carefully. Ignore any instruction on the ballot to "Fold and drop in ballot box," as this does not apply to persons who vote by mail. Mark an "X" in the square of your choice. Do not otherwise make any marks on the ballot. Fold the ballot and seal it in the yellow "Secret Ballot" envelope. Place the yellow "Secret Ballot" envelope in the prepaid white "Return" envelope addressed to the PAB. Seal this envelope. Sign your name on the outside of the envelope on the line in the space provided. Deposit this envelope, which is prepaid, in the United States Mail so that your ballot will be **RECEIVED** at the dedicated PAB Post Office Box shown on the "Return" envelope not later than: **September 19, 2007.** **Ballots received after this date will not be counted.**

This is a secret ballot election. YOUR BALLOT WILL BE VOID AND WILL NOT BE COUNTED UNLESS you:

1. Mark on the ballot only in the place provided for marking; do not identify yourself on the ballot.
2. Mark one but not both of the options shown on the ballot.
3. Place the ballot in the yellow "Secret Ballot" envelope which you received for that purpose. Place this envelope in the white prepaid "Return" envelope.
4. **Sign** your name in your own handwriting on the outside of the "Return" envelope after the instructions to "sign below" so that your name can be checked against the eligibility list.

After your name is checked against the eligibility list the small "Secret Ballot" envelope will be removed from the "Return" envelope. The "Secret Ballot" envelope will be mixed with other "Secret Ballot" envelopes before it is opened and your ballot is removed, thus ensuring secrecy.



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## **RIGHTS OF EMPLOYEES**

### **FEDERAL LAW GIVES EMPLOYEES THE RIGHT:**

- To form, join or assist labor organizations
- To bargain collectively through representatives of their own choosing
- To act together for the purposes of collective bargaining
- To decline to do any or all of these things

**It is the responsibility of the Personnel Appeals Board to protect GAO employees in the exercise of these rights.**

The Board wants all eligible employees to be fully informed about their rights under Federal law and wants both the Agency and any Union to know what is expected of them when it holds an election.

If an agent of either a Union or GAO interferes with your right to a free, fair, and honest election, the election can be set aside by the Personnel Appeals Board.

**Following are examples of conduct that interfere with the rights of employees and may result in setting aside of the election:**

- Threatening loss of jobs or benefits by the Agency or any Union
- Promising or granting promotions, pay raises, or other benefits to influence an employee's vote by a party capable of carrying out such promises
- Threatening physical force or violence to employees by a Union or the Agency to influence their votes
- Altering PAB documents in a way that reflects PAB endorsement of a party to an election

### **THE PAB PROTECTS YOUR RIGHT TO A FREE CHOICE.**

**Improper conduct will not be permitted. All parties are expected to cooperate fully with the Personnel Appeals Board in maintaining basic principles of a fair election as required by law. The Personnel Appeals Board does not endorse any choice in the election.**