



**PERSONNEL APPEALS BOARD
WASHINGTON, D.C.**

NOTICE OF ELECTION

PURPOSE OF THIS ELECTION — The election is to determine whether those employees in the voting unit (see VOTING UNIT below for description of eligible employees) desire to be represented for purposes of exclusive recognition by the GAO Employees Organization, International Federation of Professional and Technical Engineers (IFPTE). A majority of the valid ballots cast will determine the results of the election.

VOTING UNIT — All permanent employees of the Government Accountability Office (GAO) assigned to a position currently covered by the Analyst Performance-Based Compensation System (PE) and whose designated level is Band I or Band II, including those designated as Band IIA and Band IIB and all probationary employees and employees in the Professional Development Program who are in these bands and pay system. The Unit does not include confidential employees, employees in Security and Safety, and supervisors or management officials, e.g., Band III employees and above. The eligible voters are those employees in the Unit who were employed during the payroll period ending July 21, 2007 and who are still employed in the Unit as of September 19, 2007.

SECRET BALLOT— The election will be by SECRET ballot under the supervision of the Executive Director of the Personnel Appeals Board. Voters will be allowed to vote without interference, restraint, or coercion. Electioneering will not be permitted at or near the polling place. Violations of these rules should be reported immediately to a PAB agent.

- **VOTING IN PERSON**

The election will take place on September 19, 2007, in the Bid Protest Room (1N35/1N37) on the first floor of the GAO Headquarters Building at 441 G Street, NW, Washington, DC from 6:00 a.m. until 7:00 p.m. Upon arrival at the voting place, voters should proceed to the Board agent and identify themselves by stating their name and showing their GAO ID or another valid government issued photo identification. The Board agent will hand a ballot to each eligible voter. Each voter will enter the voting booth and mark the ballot in secret. **DO NOT SIGN YOUR BALLOT OR PLACE ANY IDENTIFYING INFORMATION ON IT.** Fold the ballot before leaving the voting booth, then personally deposit it in the ballot box under the supervision of the Board agent and leave the polling area.

- **ABSENTEE VOTING**

Employees who otherwise would vote in person are eligible to vote by absentee ballot if they make an appropriate showing to a PAB agent of unavailability on the election date (e.g., by producing leave or telework approval or travel orders). If the employee provides no showing in support of unavailability, he/she will not be permitted to vote by absentee ballot. If the showing of unavailability is deemed insufficient, the employee may be permitted to vote a challenged ballot (see CHALLENGE OF VOTERS below). Absentee ballots will be available from 11:00 a.m. to 1:00 p.m. in the Bid Protest Room (Room 1N35/1N37) at GAO Headquarters in Washington, D.C., on any of the following days: August 28 and 30, and September 4, 6, 11, 13, and 18, 2007. An absentee ballot must be cast at the time it is issued to the employee and the employee must show GAO ID or another valid government issued photo identification in order to cast a vote.

- **VOTING BY MAIL BALLOT**

Ballots will be mailed on August 23, 2007 to eligible employees employed at GAO's field offices and to those employees employed at GAO's headquarters who have been identified before August 20, 2007 as being on continuous approved travel status or continuous approved leave between August 23, 2007 and September 19, 2007. Employees eligible to vote by mail will receive at their home address: Instructions to Eligible Employees Voting by U.S. Mail; Rights of Employees notice; an official ballot identical to those used for "in person" (or manual) voting; a yellow secret ballot envelope; and a white prepaid return-addressed envelope for mailing to the designated PAB Post Office box. To be considered, ballots must be received in the PAB Post Office box on or before September 19, 2007.

Employees who otherwise would vote in person but who are on continuous approved travel status or continuous approved leave between August 23 and September 19, 2007 **MUST IDENTIFY THEMSELVES** to the Clerk of the PAB before August 20, 2007 in order to be included in the mail ballot. They should supply appropriate documentation showing this status. These materials may be faxed to 202.512.7525, emailed to pab@gao.gov, or delivered to the Clerk of the Board (Suite 560, 820 First St., NE, Washington, DC 20002) prior to August 20, 2007.

A sample of the official ballot is attached to this Notice. The ballots used for manual, absentee, and mail voting are the same.

ELIGIBILITY RULES – Eligible voters are those employees described under VOTING UNIT in this Notice of Election. Employees who were employed during the designated payroll period (period ending July 21, 2007) are eligible to vote, including those who did not work during the designated payroll period because they were ill, on vacation or furlough, or in the military service of the United States. Employees who have resigned, retired or been discharged for cause since the designated payroll period

and who have not been rehired or reinstated prior to September 19, 2007 are not eligible to vote.

SPECIAL ASSISTANCE – Any employee or other participant in this election with a disability and who, in order to participate in this election needs special assistance (such as a sign language interpreter) should notify the Clerk of the Personnel Appeals Board as soon as possible and request the necessary assistance.

CHALLENGE OF VOTERS – An agent of the PAB or an authorized observer may challenge the eligibility of a voter. The challenge of a voter **MUST** be made before the voter has deposited his/her ballot in the ballot box.

If your eligibility to vote is challenged, you will be allowed to vote a challenged ballot. Although you may believe that you are eligible to vote, the polling area is not the place to resolve the issue. Give the PAB agent your name and any other information you are asked to provide. After you receive a ballot, proceed to the voting booth, mark your ballot and fold it so as to keep the mark secret. Place the ballot in the secret ballot envelope provided by the PAB agent. **DO NOT SIGN YOUR BALLOT**. Return to the PAB agent who will ask you to place your sealed secret ballot envelope in a challenged ballot envelope, seal the envelope, place it in the ballot box, and leave the polling area. Your eligibility will be resolved later. Should the challenge be overruled, your secret ballot will be co-mingled with the other ballots.

Challenge of a mail voter **MUST** be made before the voter's ballot-return envelope has been opened and the voter's secret ballot has been mingled with other secret ballots.

AUTHORIZED OBSERVERS – Each of the interested parties may designate an equal number of observers, this number to be determined by the Executive Director or her designee. These observers (a) act as checkers at the voting place and at the counting of ballots; (b) assist in the identification of voters; (c) challenge voters and ballots if necessary; and (d) otherwise assist the Executive Director or her designee.

INFORMATION CONCERNING ELECTION – Only one valid representation election may be held in a 12-month period for the same bargaining unit. Any employee who desires to obtain any further information concerning the terms and conditions under which this election is to be held, or who desires to raise any question concerning the holding of an election, the voting unit, or eligibility rules, may do so by communicating with the Clerk of the Personnel Appeals Board by telephone (202.512.6137) or email (pab@gao.gov).

MORE INFORMATION CONCERNING THE ELECTION PROCESS, INCLUDING FREQUENTLY ASKED QUESTIONS, CAN BE FOUND AT THE WEBSITE OF THE PERSONNEL APPEALS BOARD, www.pab.gao.gov.