

## APPENDIX VI

**U.S. Customs and Border Protection (CBP)**

**Border Patrol Request for Official Time for Union Business**

1. Name of Supervisor	2. Union Official ( <i>Name, Title, Duty Station</i> )
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Pursuant to Article 7A - Official time is requested as follows:

3. Date/Time of Request	4. Date(s) Requested	5. Total # of Hours Expected	
6. Activity Performed			
7. Updated Phone #	8. Duty Location of Employee(s) being represented ( <i>Name/Title if Formal action has been initiated</i> )		
9. Endorsement by Supervisor	10. Date/Time	11. ( <i>Circle one</i> ) <b>Approved/Denied</b> <i>If denied explain below</i>	
12. To the best of my knowledge this time will be/was used in accordance with Article 7A of the CBA.  _____ <i>(Signature of Union Official)</i>		13. Date/Time	
14. Final Endorsement as recorded on Time & Attendance Report:		15. Charge to Activity Code(s)	
16. Date(s)	17. Total hours used		

18. Remarks (*Explain denial etc.*)

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