

Expiration date of current contract, if any: _____ Approximate number of employees in unit _____

Titles/Positions to be _____ included _____ excluded _____ (check one):	Number of employees: _____ _____
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Reasons for the proposed clarification or unit or contest of unit designation:

Name of Petitioner: _____

I declare that I have read the above petition and that, understanding the penalties of perjury, the information is true, based upon knowledge, information, and belief.

By _____ **Date:** _____
(Signature of Authorized Representative), (Title)

**INSTRUCTIONS FOR FILING A
UNIT CLARIFICATION / CHALLENGE OF UNIT DESIGNATION PETITION**

1. The purpose of filing this petition is to: (1) seek clarification of the composition of an existing collective bargaining unit or (2) challenge exclusion(s) from, or inclusion(s) in, a represented bargaining unit. ONLY the exclusive representative (employee organization) or the Public Employer of the unit in which clarification is sought may file a petition.
2. Type or clearly print all required information. Fill in all sections of the petition. Failure to provide all information required may delay processing of the petition. If you believe that a section of the petition does not apply to your situation, mark the section "N/A" or "none." If you need more space to complete any section, attach additional sheets and number them accordingly.
3. List and explain fully the reasons for the proposed clarification/challenge which may include:
 - a) To resolve eligibility or inclusion issues that were deferred in the preelection process and thus not agreed to by the parties or determined by the Board, or its designee
 - b) Changes in the definition of managerial, supervisory or confidential employee pursuant to State Personnel and Pensions Article, Title 3, §3-102(b)(11)
 - c) Changed circumstances
 - d) Creation of a new position or title
 - e) The addition or elimination of duties or responsibilities
 - f) Statutory exclusions or inclusions
 - g) Any other reasons why you believe this petition is appropriate
4. Failure to state the reasons in support of this petition will result in its dismissal.
5. Sign the petition, and submit it to either of the following:

Electronic Mail: perb.filings@maryland.gov

Postal Mail: Maryland Public Employee Relations Board
45 Calvert Street, Suite 102
Annapolis, MD 21401