



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR FORCE MATERIEL COMMAND
WRIGHT-PATTERSON AIR FORCE BASE OHIO

MEMORANDUM FOR ALHQCTR/CC
ALHQSTAFF

AUG 08 2004

FROM: AFMC/CC
4375 Chidlaw Road
Wright-Patterson AFB OH 45433-5001

SUBJECT: Alternative Dispute Resolution (ADR) in Workplace Disputes

1. In a 10 Jun 04 memo to all MAJCOM and FOA commanders, Secretary Roche urged us to make a personal commitment to ensure implementation of the recently published AFI 51-1201, *Alternative Dispute Resolution in Workplace Disputes*. I've attached that memorandum for your review and appropriate action.
2. I'm pleased to report that AFMC has already significantly integrated ADR into our civilian workplace dispute processes, from EEO complaints to negotiated grievance procedures. Thanks to the hard work and commitment to ADR shown by the AFMC-AFGE Council 214 Partnership Council, our Civilian Personnel Officers, EEO Managers, ADR Champions, and others, AFMC leads the way in the Air Force for using ADR to resolve workplace disputes. In FY03, over half of AFMC's civilian workplace disputes were addressed using an ADR process, of which 72 percent were resolved.
3. Although AFMC can rightfully claim significant success integrating ADR into our dispute resolution processes, there is still more to be done. While ADR is not appropriate in every dispute, it is a viable alternative in the great majority. Center commanders and their staffs are responsible for making every reasonable effort to ensure the work force, supervisors and employees alike, have the tools to resolve disputes at the lowest possible level, by the least expensive means, in a way that preserves the integrity of the workplace and ensures mission accomplishment. ADR has proved itself, in AFMC and elsewhere, to be a valuable tool for achieving those objectives.
4. I strongly support the Secretary's call for personal commitment to promote the use of ADR in workplace disputes and expect you to do the same. The AFMC ADR Champion is Mr. Leif Peterson, HQ AFMC/DP, DSN 787-2400, leif.peterson@wpafb.af.mil. He and his staff stand ready to support your efforts.


GREGORY S. MARTIN
General, USAF
Commander

Attachment:
SAF Memo, 10 Jun 04

cc: (Listed on next page)

cc:

AFGE Council 214, Mr. Scott Blanch

SAF/GCD

46 TW/CC

66 ABW/CC

72 ABW/CC

75 ABW/CC

78 ABW/CC

88 ABW/CC

95 ABW/CC

96 ABW/CC

377 ABW/CC

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SECRETARY OF THE AIR FORCE
WASHINGTON

JUN 10 2004

MEMORANDUM FOR ALMAJCOM-FOA/CC

SUBJECT: AFI 51-1201 (Alternative Dispute Resolution in Workplace Disputes)

As you know, Air Force policy is to use Alternative Dispute Resolution (ADR) to the maximum extent practicable and appropriate. I recently approved AFI 51-1201, *Alternative Dispute Resolution in Workplace Disputes* (21 Apr 04), that implements this important policy in the context of workplace disputes. ADR saves the Air Force money and time and contributes to the amicable resolution of disputes. Together, these benefits support the overall Air Force mission.

To date, Air Force use of ADR in workplace disputes has produced very impressive results. In fiscal year 2003, the Air Force resolved over 2,000 workplace disputes using ADR. The successful use of ADR in Equal Opportunity complaints resolved disputes in just 28 days on average, compared to 440 days on average for other resolution methods. Each resolution of a dispute using ADR techniques effectively diverts that dispute from more costly, time-consuming and disruptive litigation.

The Air Force can do even more to maximize the benefits of ADR in workplace disputes. As civilians assume a greater role in our Total Force, we must employ all means possible to improve those systems designed to enhance our workforce productivity, including dispute resolution. Without your leadership, our civilian workplace ADR policy cannot realize its full potential. I urge each of you to make a personal commitment to ensuring the Air Force achieves the full measure of benefits of Alternate Dispute Resolution and this Instruction.

A handwritten signature in black ink, appearing to be "J. R. ...".

cc:
SAF/GC
SAF/MR
AF/DP