

**STATE OF OREGON, EMPLOYMENT RELATIONS BOARD**

**UNFAIR LABOR PRACTICE COMPLAINT  
AGAINST PUBLIC EMPLOYER**

*ERB Case No. provided upon filing*

File your complaint (with any attachments) and pay the \$300 filing fee on our online [Case Management System-CMS](#). Alternative filing options detailed in the instructions.

Case No.: \_\_\_\_\_

If using our online CMS, you will be directed to a payment option to pay the required \$300 filing fee. At this time, only ACH payments (*i.e.*, those using a checking account) can be processed through our CMS—**credit card payments are not currently supported**. If you do not use our online payment system, you may also mail the \$300 filing fee, or make arrangements with an ERB staff member for in-person delivery. Your filing is not complete until the \$300 is paid. There is an additional \$25 fee to file a document by fax.

Date Filed: \_\_\_\_\_

**1. COMPLAINANT**

Name, address, phone number, and email address.

**2. COMPLAINANT’S REPRESENTATIVE**

Name, address, phone number, and email address.

**3. RESPONDENT (EMPLOYER)**

Name, address, phone number, and email address.

**4. RESPONDENT’S REPRESENTATIVE**

Name, address, phone number, and email address.

5. Complainant alleges that Respondent has violated the following section(s) of ORS chapter 243 of the Public Employee Collective Bargaining Act, which make it an unfair labor practice for a public employer or its designated representative to (check all that apply):

243.672(1)(a): Interfere with, restrain or coerce employees in or because of the exercise of rights guaranteed in ORS 243.662.

243.672(1)(b): Dominate, interfere with or assist in the formation, existence or administration of any employee organization.

243.672(1)(c): Discriminate in regard to hiring, tenure or any terms or condition of employment for the purpose of encouraging or discouraging membership in an employee organization.

243.672(1)(d): Discharge or otherwise discriminate against an employee because the employee has signed or filed an affidavit, petition or complaint or has given information or testimony under ORS 243.650 to 243.806.

243.672(1)(e): Refuse to bargain collectively in good faith with the exclusive representative.

243.672(1)(f): Refuse or fail to comply with any provision of ORS 243.650 to 243.806.

243.672(1)(g): Violate the provisions of any written contract with respect to employment relations including an agreement to arbitrate or to accept the terms of an arbitration award, where previously the parties have agreed to accept arbitration awards as final and binding upon them.

243.672(1)(h): Refuse to reduce an agreement, reached as a result of collective bargaining, to writing and sign the resulting contract.

243.672(1)(i): Violate ORS 243.670(2), relating to the use of public funds to support actions to assist, promote or deter union organizing.

243.672(1)(j): Attempt to influence an employee to resign from or decline to obtain membership in a labor organization.

243.672(1)(k): Encourage an employee to revoke an authorization for the deductions described under ORS 243.806.

243.752: Refuse or fail to comply with any provision of a final and binding arbitration award.

6. This Complaint includes the following requests (check all that apply):

A request that the Board award a civil penalty, pursuant to ORS 243.676(4) and OAR 115-035-0075.

A request that the Board order reimbursement of the filing fee, pursuant to ORS 243.672(3) and OAR 115-035-0075.

A request that the Board expedite all or part of this Complaint, pursuant to OAR 115-035-0060.

7. Statement of Claims

You must attach a statement of claims to this Complaint. The statement must provide the following information:

- A clear and concise statement of the facts involved in each alleged unfair labor practice (including relevant dates, names, places, and actions);
- A specific reference to each section and subsection of the law allegedly violated; and
- A brief description of the remedies Complainant is seeking.

If you refer to documents in the statement of claims, you may attach copies of those documents to the statement.

If you are requesting a civil penalty and/or filing-fee reimbursement, the statement of claims must also include an explanation of why you believe a civil penalty and/or filing-fee reimbursement is appropriate in your case, and a clear and concise statement of the facts alleged in support of the request(s). *See* OAR 115-035-0075.

If you are requesting expedited processing, you must also provide the affidavit required by the Board's rules. *See* OAR 115-035-0060.

I certify that the statements in this Complaint and the attached statement of claims are true to the best of my knowledge and information.

By: \_\_\_\_\_  
Signature of Complainant or Complainant's Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**INSTRUCTIONS FOR FILING UNFAIR LABOR PRACTICE  
COMPLAINT AGAINST PUBLIC EMPLOYER**

**Confirm You are Using the Correct Unfair Labor Practice Form**

The Employment Relations Board (ERB) has four different unfair labor practice complaint forms:

1. **Unfair Labor Practice Complaint Against Public Employer:** Use this form for claims that a public employer violated one or more of the subsections of ORS 243.672(1) or ORS 243.752 of the Public Employee Collective Bargaining Act (PECBA).
2. **Unfair Labor Practice Complaint Against Labor Organization:** Use this form for claims that a labor organization or public employee violated one or more of the subsections of ORS 243.672(2) or ORS 243.752 of PECBA.
3. **Duty of Fair Representation Unfair Labor Practice Complaint:** Use this form if you are a public employee and your claim is that a labor organization violated its duty of fair representation under PECBA, ORS 243.672(2)(a). You can use the same form to file a related claim against a public employer for violation of PECBA, ORS 243.672(1)(g).
4. **Private Sector Unfair Labor Practice Charge:** Use this form only for unfair labor practice claims under the Oregon private sector labor-management relations law, ORS 663.005-663.295.

**Filing Requirements**

To file an unfair labor practice complaint, you must submit the following to ERB:

1. A complete and signed unfair labor practice form;
2. A statement of claims; and
3. A \$300 complaint filing fee.

You do not need to give ERB any extra copies of the complaint, and you do not need to serve the complaint on the respondent.

**Filing Methods**

You may file your complaint by using our online [Case Management System-CMS](#) (*preferred*). You may also mail, fax\*, email the complaint (with any attachments), or make arrangements with an ERB staff member for in-person delivery to:

Employment Relations  
Board 1225 Ferry St. S.E.  
Salem, OR 97301  
Fax: (503) 373-0021\*  
Phone: (503) 378-3807  
Email: [ERB.Filings@ERB.oregon.gov](mailto:ERB.Filings@ERB.oregon.gov)

If using our online CMS, you will be directed to a payment option to pay the required \$300 filing fee. At this time, only ACH payments (*i.e.*, those using a checking account) can be processed through our e-filing system—**credit card payments are not currently supported**.

If you do not use our online CMS to pay the \$300 filing fee, you may mail a check payable to Employment Relations Board, or make arrangements with an ERB staff member for in-person delivery. Please note that the complaint will not be deemed filed until the date that the Board receives the \$300 filing fee.

\*There is an additional \$25 fee to file a document by fax. There is no additional fee to file by other methods (CMS, mail, or email).

## **Fill Out the “Unfair Labor Practice Complaint Against Public Employer” Form**

Section 1: The “Complainant” is the party that is filing the complaint. Provide the complainant’s name and contact information.

Section 2: The “Complainant’s Representative”: If the complainant will be represented by an attorney or other advocate in this unfair labor practice case, provide the representative’s name and contact information. If you (the charging party) are representing yourself (without an attorney), explain that in Section 2 by writing, for example, “No representative,” or “Self-represented.”

Section 3: The “Respondent” is the public employer against whom the complaint is being filed. Provide the employer’s name and contact information.

Section 4: The “Respondent’s Representative”: If you know that the respondent is represented by an attorney or other advocate, provide the representative’s name and contact information. If there is no representative, or if you do not know who the representative is, explain that in Section 4.

Section 5: This section lists the PECBA sections that define unfair labor practices by a public employer. Check all of the sections that you allege the respondent violated.

Section 6: This section lists the optional requests (for a civil penalty, filing-fee reimbursement, or expedited processing) that you may make by including the request in the complaint and meeting additional requirements, which are described in Section 7. If you are making any of those requests at this time, check all of the boxes that apply.

Section 7: This section describes the requirements for the “Statement of Claims” that you must file with your complaint. This section also describes the additional requirements that apply if you are requesting a civil penalty, filing-fee reimbursement, or expedited processing of your case.

If you refer to documents in your statement of claims, you may attach copies of some or all of those documents, but you are not required to do so. If you choose to submit documents to ERB, you should redact private or confidential information, such as social security numbers.

## **Certify and Sign the Complaint**

You must sign and date the complaint form. By signing the complaint form, you are certifying that all of the statements in the Complaint (including the Statement of Claims) are true to the best of your knowledge and information.

## **For More Information**

The most extensive sources for information on unfair labor practice case procedures are PECBA, ORS 243.650 through 243.806, and ERB’s administrative rules, specifically in Divisions 10 and 35. A copy of these laws and rules are available in the ERB Rulebook, which is posted on ERB’s website: <http://www.oregon.gov/erb>. ERB also posts other resources on its website that may be helpful to you, including a user guide titled, “[Questions and Answers: PECBA Unfair Labor Practice Cases](#),” which provides basic information about unfair labor practice case procedures.

You may also contact ERB at (503) 378-3807, or [Emprel.Board@ERB.oregon.gov](mailto:Emprel.Board@ERB.oregon.gov). ERB staff can answer questions regarding procedures and applicable laws and rules. However, they are not permitted to give you legal advice.