425-EMPLOYMENT RELATIONS COMMISSION

0ept#	<u>/425/</u>	Department Name	EMPLOYMENT RELAT	FIONS COMMI	<u>SSION</u>	
DA #	RDA Title			Retention	Disposition	PII
<u>00001000.</u>	FACT FINDIN	G CASE FILES		EVT+1	DEST	<u>N</u>
	by the Commis Commission (s	ase files created pursuant to Wis. S ssion in maintaining a legal record see RDA #00035). Also, the docke the recommendation is kept by the	of municipal and state fact finding t sheet for each case containing al	cases. Any recom	mendations are kept by	the
		was created after July 1, 2014, it is ode ch. Adm 12 for the electronic		ion is committed to	meeting the requirement	nts of
	RETENTION:	EVENT (Date closed) + 1 year and	d destroy			
00002000.	INTEREST AF	RBITRATION CASE FILES (NON-	POLICE AND FIRE FIGHTERS)	EVT+1	DEST	<u>N</u>
	32 are utilized arbitration case the docket she	ation case files created pursuant to by the Commission in maintaining es and Milwaukee Police interest a eet for each case containing all imp see RDA #00016).	a legal record of non-police and fi arbitration cases. Any awards are k	re fighting municip cept by the Commi	al bargaining units intere ssion (see RDA #00024	est 4). Also,
		was created after July 1, 2014, it is ode ch. Adm 12 for the electronic		ion is committed to	meeting the requirement	nts of
	RETENTION:	EVENT (Date closed) + 1 year and	d destroy			
00003000.	MUNICIPAL II	NTEREST ARBITRATION CASE I	FILES (POLICE AND FIRE FIGHT	EVT+1	DEST	<u>N</u>
	Municipal interest arbitration case files created pursuant to Wis. Stat. § 111.77 and Wis. Admin. Code ch. Erc 30 are utilized by the Commission in maintaining a legal record of public safety bargaining units interest arbitration cases. Any awards are kept by the Commission (see RDA #00024). Also, the docket sheet for each case containing all important case file information which may or may not appear in the award is kept by th Commission (see RDA #0016).					
		created after July 1, 2014, it is in el ch. Adm 12 for the electronic versio		committed to meet	ing the requirements of V	Wis.
	RETENTION:	EVENT (Date closed) + 1 year and	d destroy			
00004000.	GRIEVANCE	ARBITRATION CASE FILES		EVT+1	DEST	<u>N</u>
	Grievance arbitration case files created pursuant to Wis. stat. § 111.10, 111.70(4)(c)2 and 111.86 and Wis. Admin. Code ch. Erc 5, 16 and 23, are utilized by the Commission in maintaining a legal record of grievance arbitration cases. Any awards are kept by the Commission (see RDA # 00036). Also, the docket sheet for each case containing all important case file information which may or may not appear in the award is kept by the Commission (see RDA #00016).					
		was created after July 1, 2014, it is ode ch. Adm 12 for the electronic		ion is committed to	meeting the requirement	nts of
	RETENTION:	EVENT (Date closed) + 1 year and	d destroy			
<u>00005000.</u>	REFERENDU	M CASE FILES		EVT+1	DEST	<u>N</u>
	Union security referendum case files created pursuant to Wis. Stat. §§ 111.70(2) and 111.85 and Wis. Admin. Code ch. Erc 15 and 26 are utilized by the Commission in maintaining a legal record of the referendum cases. Any decisions, Directions of Referendum and Certifications of Results are kept by the Commission (see RDA #00038). Also, the docket sheet for each case containing all important case file information is kept by the Commission (see RDA #00016).					
		was created after July 1, 2014, it is ode ch. Adm 12 for the electronic		ion is committed to	meeting the requirement	nts of
	RETENTION:	EVENT (Date closed) + 1 year and	d destroy			
00006000.	DECLARATO	RY RULING CASE FILES - DECIS	SIONS ISSUED	EVT+5	DEST	<u>N</u>
	are utilized by (see RDA #00	ling case files created pursuant to the Commission in maintaining a l 037). Also, the docket sheet for ea thept by the Commission (see RD/	egal record of declaratory ruling ca ch case containing all important ca	ases. Any decision	s are kept by the Commi	ission

EMPLOYMENT RELATIONS COMMISSION

RDA #	RDA Title	Retention	Disposition	PII		
	If the case file was created after July 1, 2014, it is in electronic form. The Com Wis. Admin. Code ch. Adm 12 for the electronic version of all case files.	mission is committed to	meeting the requirement	nts of		
	RETENTION: EVENT (Date closed) + 5 years and destroy					
00006A00.	DECLARATORY RULING CASE FILES - NO COMMISSION ACTION	<u>EVT+1</u>	DEST	<u>N</u>		
	Commission declaratory ruling case files created pursuant to Wis. Stat. §§ 11 18, 19 and 28 are utilized by the Commission in the maintaining a legal record case containing all important case file information is kept by the Commission (l of declaratory ruling ca				
	If the case file was created after July 1, 2014, it is in electronic form. The Com Wis. Admin. ch. Adm 12 for the electronic version of all case files.	mission is committed to	meeting the requirement	nts of		
	RETENTION: EVENT (Date closed) + 1 year and destroy					
<u>00007000.</u>	CIRCUIT COURT CASE FILES	<u>EVT+10</u>	<u>SHSW</u>	<u>N</u>		
	Court case files are utilized by the Commission in maintaining a legal record of cases where the Commission's decision was appealed to circuit court (and potentially to the Court of Appeals and Wisconsin Supreme Court). These case files were previously opened as various types of Commission cases; however, once they find their way into court, the Commission keeps them separate from their original case type and this RDA should be followed. The decision is kept by the Commission according to the respective RDA. Also, the docket sheet for each case containing all important case file information which may or may not appear in the decision is kept by the Commission (see RDA #00016).					
	If the case file was created after July 1, 2014, it is in electronic form. The Com Wis. Admin. Code ch. Adm 12 for the electronic version of all case files.	mission is committed to	meeting the requirement	nts of		
	RETENTION: EVENT (Date closed) + 10 years and transfer to State Archives	(WHS)				
00008000.	COMPLAINT CASE FILES - DECISIONS ISSUED	EVT+5	DEST	<u>N</u>		
	Complaint case files created pursuant to Wis. Stat. §§ 111.70, 111.70(3) and utilized by the Commission in maintaining a legal record of complaint cases. A 00013). Also, the docket sheet for each case containing all important case file is kept by the Commission (see #00016).	ny decisions are kept by information which may	y the Commission (see or may not appear in the	RDA # e decision		
	If the case file was created after July 1, 2014 it is in electronic form. The Com Admin. Code ch. Adm 12 for the electronic version of all case files.	mission is committed to	meeting the requiremen	its of Wis.		
	RETENTION: EVENT (Date closed) + 5 years and destroy					
<u>00008A00.</u>	COMPLAINT CASE FILES - NO COMMISSION ACTION	EVT+1	DEST	<u>N</u>		
	Complaint case files created pursuant to Wis. Stat. §§ 111.70, 111.70(3) and 111.84 and Wis. Admin. Code ch. Erc 2, 12 and 22 are utilized by the Commission in maintaining a legal record of complaint cases. The docket sheet for each case containing all important case file information is kept by the Commission (see #00016).					
	If the case file was created after July 1, 2014, it is in electronic form. The Com Admin. Code ch. Adm 12 for the electronic version of all case files.	mission is committed to	meeting th requirement	ts of Wis.		
	RETENTION: EVENT (Date closed) + 1 year and destroy					
00009000.	ELECTION / UNIT CLARIFICATION CASE FILES - ELECTION HELD	EVT+5	DEST	<u>N</u>		
	Election and unit clarification case files created pursuant to Wis. Stat. §§ 111.05, 111.70(4)(d) and 111.83 and Wis. Admin. Code ch. Erc 3, 7, 11, 17, 21 and 27 are utilized by the Commission in maintaining a legal record of election and unit clarification cases. Any decisions are kept by the Commission (see #00022). Also, the docket sheet for each case containing all important case file information which may or may not appear in the decision is kept by the Commission (see RDA #00016).					
	If the case file was created after July 1, 2014, it is in electronic form. The Com Wis. Admin. Code ch. Adm 12 for the electronic version of all case files.	mission is committed to	meeting the requirement	nts of		
	RETENTION: EVENT (Date closed) + 5 years and destroy					
00009A00.	ELECTION / UNIT CLARIFICATION CASE FILES - NO COMMISSION ACTI	ON <u>EVT+1</u>	DEST	<u>N</u>		
	Election and unit clarification case files created pursuant to Wis. Stat. §§ 111. Erc 3, 7, 11, 17, 21 and 27 are utilized by the Commission in maintaining a leg docket sheet for each case containing all important case file information is kep	gal record of election and	d unit clarification cases			

Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 10 years and transfer to State Archives (WHS) 00012000. GRIEVANCE ARBITRATION AD HOC PANEL REQUESTS FIS+1 DEST Pursuant to Wis. Stat. §§ 111.10, 111.70(4)(c)2 and (4)(cg)4, 111.86 and Wis. Admin. Code ch. Erc 40, the Commission recorrequest to supply panels of ad hoc grievance arbitrators. If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. EVT+10 SHSW 00013000. COMPLAINT DECISIONS AND INDEX EVT+10 SHSW Commission complaint decisions derived from case files created pursuant to Wis. Stat. §§ 111.70, 111.70(3) and 111.84 and Admin. Code ch Erc 2, 12 and 22 are the original formal record. Decisions contain formal orders relating to prohibited and un practices under the Wisconsin Employment Peace Act (Subchapter I), the Municipal Employment Relations Act (Subchapter I).	RDA #	RDA Title	Retention	Disposition	PII		
90010000 MEDIATION CASE FILES EV11 DEST Mediation case files created pursuant to Wis. Stat §§ 111.11, 111.70(4)(c)1 and (4)(cg)3 and 111.87 and Wis. Admin. Code 113 and 24 are utilized by the Commission (see RDA 900016). If the case file uses created after July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirement Wis. Admin. Code ch. Adm 12 for the electronic version of all case files. 90011000 LANDMARK CASE FILES EV1+0 SHSW Significant, precedent-setting case files that may have permanent research value. These case files were previously opened of declaratory ruling, compliant, fact finding, interest arbitration, mediation, or referendum case types, hower, because it was may or may not appear in the decision is kept by the Commission (see RDA 400016). If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirement Wis Admin. Code ch. Adm 12 for the electronic version of all case files. 90012000 SRIEVANCE ARBITRATION AD HOC PANEL REQUESTS FIS-1 DEST Pursuant to Wis, Stat, §§ 111.0, 111.70(4)(2) and (4)(cg)A, 111.86 and Wis, Admin. Code ch. Ere 40, the Commission recorregues to supph panels of all hoce givenance athit facts. RETENTION: EVENT (Diate closed) + 10 years and transfer to State Archives (WHS) SHSW 00012000 SRIEVANCE ARBITRATION AD HOC PANEL REQUESTS FIS-1 DEST Pursuant to Wis, Stat, §§ 111.0, 111.70(4)(2) and (4)(cg)A, 111.86				meeting the requireme	nts of		
Mediation case files created pursuant to Wis. Stat §§ 111.11, 111.70(4)(c)1 and (4)(cg)3 and 111.87 and Wis. Admin. Code t 13 and 24 are utilized by the Commission im maintaining a legal record of mediation cases. The docket sheet for each case of all important cases in the information is kept by the Commission is an RA 400016). If the case file was created after July 1, 2014, it is in electronic form. The Commission is committed to meeting the requireme Wis. Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy 90011000. LANDMARK CASE FILES EVT+10 SHSW Significant, precedent-setting case files that may have permanent research value. These case files were previously opened of declaratory ruling, commissioners or the chiel legal coursel may select landmark cases for inclusion. The decision is kept by the Commission (see RDA #00016). If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 10 years and transfer to State Archives (WHS) 00012000. CRIEVANCE ARBITRATION AD HOC PANEL REQUESTS FIS+1 DEST Pursuant to Wis. Stat: §§ 111.10, 111.70(4)(c)2 and (4)(c)4, 111.86 and Wis. Admin. Code ch. Ere 40, the Commission recorrective setsion of all case files. RETENTION: EVENT (Fiscal) + 1 year and destroy 00012000. COMPLAINT DECISIONS AND INDEX EVT+10		RETENTION: EVENT (Date closed) + 1 year and destroy					
13 and 24 are utilized by the Commission immaintaining a legal record of mediation cases. The docket sheet for each case of all important cases its kept by the Commission (see RDA 400016). If the case file was created after July 1, 2014, it is in electronic form. The Commission is committed to meeting the requireme Wis. Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy 00011000 LANDMARK CASE FILES EVT-10 SHSW Significant, precedent-setting case lies that may have permanent research value. These case files were previously opened ideclaratory ruling, complaint, fact finding, interest arbitration, mediation, or referendum case types, however, because it was they should be indmark cases. The commission scence the achor scence in original case type and this RDA should followed. Only commission eaces the commission (see RDA 400016). If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 10 years and transfer to State Archives (WHS) 00012000 SREVANCE ARBITRATION AD HOC PANEL REQUESTS FIS-1 DEST Pursuant to Wis. Stat. §§ 111.10, 111.70(4)(c)2 and (4)(c)4, 111.86 and Wis. Admin. Code ch. Erc 40. the Commission record request to supply panels of ad hoc givevance arbitrators. EVT-10 SHSW 00012000 SREVANCE ARBITRATION AD HOC PANEL REQUESTS FIS-1 DEST	<u>00010000.</u>	MEDIATION CASE FILES	EVT+1	DEST	<u>N</u>		
Wis. Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy 00011000 LANDMARK CASE FILES EVT+10 SHSW Significant, precedent-setting case files that may have permanent research value. These case files were previously opened in declaratory ruling. complaint, fact finding, interest arbitration, mediation, or referendum case types, however, because it was that they should be landmark cases, the Commission keeps them separate from their original case type and this RDA should blowed. Only commissioners or the chiel legal closu onsel may select landmark cases for inclusion. The decision is kept by the Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 10 years and transfer to State Archives (WHS) 00012000 . SRIEVANCE ARBITRATION AD HOC PANEL REQUESTS FIS+1 DEST Pursuant to Wis. Stat. §§ 111.10, 111.70(4)(c)2 and (4)(c)2), 411.86 and Wis. Admin. Code ch. Erc 40, the Commission recorrequest to supply panets of ad hoc grievance arbitrators. If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Fiscal) + 1 year and destroy EVT+10 SHSW 00013000 COMPLAINT DECISIONS AND INDEX EVT+10 SHSW Commission complaint decision se derived from case files created pursuant to Wis. Stat. §§ 11		13 and 24 are utilized by the Commission in maintaining a legal record	rd of mediation cases. The docke	and Wis. Admin. Code c at sheet for each case c	h. Erc 6, ontaining		
90011000. LANDMARK CASE FILES EVT+10 SHSM Significant, precedent-setting case files that may have permanent research value. These case files were previously opened of declaratory ruling, complaint, fact finding, interest arbitration, mediation, or referendum cases types; however, because it was that they should be landmark cases, the Commission keeps them separate from their original case type and this RDA should followed. Only commissioners or the chiel legal counsel may select landmark cases for inclusion. The decision is kept by the Commission (see RDA #00016). If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer wis Admin. Code ch. Adm 12 for the electronic version of all case files. DEST 00012000. GRIEVANCE ARBITRATION AD HOC PANEL REQUESTS FIS+1 DEST Pursuant to Wis. Stat. §§ 111.0, 111.70(4)(c)2 and (4)(cg)4, 111.86 and Wis. Admin. Code ch. Erc 40, the Commission recertives to supply panels of ad noc grievance arbitrators. Retremarket are setting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Fiscal) + 1 year and destroy Commission complicint decisions derived from case files created pursuant to Wis. Stat. §§ 111.70, 111.70(4)(c)2 and CAD case files created pursuant to Wis. State State file vas created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Fiscal) + 1 year and destroy Sigrif admin. Code ch. 22 arethon origin al formal recoro				meeting the requireme	nts of		
Significant, precedent-setting case files that may have permanent research value. These case files were previously opened is declaratory ruling, complaint, fact finding, interest arbitration, mediation, or referendum case types; however, because it was that they should be landmark cases, the Commission keeps them separate from their original case types and this RDA should followed. Only commissioners or the chief legal counsel may select landmark cases for inclusion. The decision is kept by the Commission (see RDA #00016). If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 10 years and transfer to State Archives (WHS) O0012000. GRIEVANCE ARBITRATION AD HOC PANEL REQUESTS FIS+1 DEST Pursuant to Wis. Stat: §§ 111.10, 111.70(4)(c)2 and (4)(c)4, 111.86 and Wis. Admin. Code ch. Erc 40, the Commission recorrequest to supply panels of ad hoc grievance arbitrators. If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Fiscal) + 1 year and destroy Stat. §§ 111.10, 111.70(4)(c)2 and (4)(c)4, 111.86 and Wis. Stat. §§ 111.10, 111.70(3) and 111.84 and Admin. Code ch. Erc 2, 12 and 22 are the original formal record. Decisions contain formal orders relating to prohibited and un practices under the Wisconsin Employment Peace Act (Subchapter 1), the Wincipal Employment Relations Act (Subchapter 1) and the Wisconsin Commission resons maintians the original formal record. Decisions contain formal orders relating to pr		RETENTION: EVENT (Date closed) + 1 year and destroy					
declaratory juling, complaint, fact finding, interest arbitration, mediation, or referendum case types; however, because it was that they should be landmark cases, the Commission access (the cand this RDA should followed. Only commission access, the cand the respective RDA. Also, the docket sheet for each case containing all important case file informa may or may not appear in the decision is kept by the Commission (see RDA #00016). If the case file was created before July 1, 2014, it is in electronic form. The Commission according to the respective RDA. RETENTION: EVENT (Date closed) + 10 years and transfer to State Archives (WHS) 00012000. GRIEVANCE ARBITRATION AD HOC PANEL REQUESTS FIS+1 DEST Pursuant to Wis. Stat. §§ 111.10, 111.70(4)(g)2 and (4)(cg)4, 111.86 and Wis. Admin. Code ch. Erc 40, the Commission recording the was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Fiscal) + 1 year and destroy EVT+10 SHSW 00013000. COMPLAINT DECISIONS AND INDEX EVT+10 SHSW Commission complaint decisions derived from case files created pursuant to Wis. Stat. §§ 111.70(3) and 111.84 and Admin. Code ch fire 2, 12 and 22 are the original formal record. Decisions contain formal orders relations to prohibited and un practices under the Wisconsin Employment Faece Act (Subchapter 1), the Municipal Employment Relations Act (Subchapter 1), the Sub Employment Relations Act (Subchapter 1), the Municipal Employment Relations Act (Subchapter 1), the decision is in electronic version of decision and info	<u>00011000.</u>	LANDMARK CASE FILES	<u>EVT+10</u>	SHSW	<u>N</u>		
Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 10 years and transfer to State Archives (WHS) 00012000. GRIEVANCE ARBITRATION AD HOC PANEL REQUESTS FIS+1 DEST Pursuant to Wis. Stat. §§ 111.10, 111.70(4)(c)2 and (4)(cg)4, 111.86 and Wis. Admin. Code ch. Erc 40, the Commission recorrequest to supply panels of ad hoc grievance arbitrators. If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Fiscal) + 1 year and destroy EVT+10 SHSW Commission complaint decisions derived from case files created pursuant to Wis. Stat. §§ 111.70, 111.70(3) and 111.84 and Admin. Code ch Erc 2, 12 and 22 are the original formal record. Decisions contained orders relating to prohibited and un practices under the Wisconsin Employment Peace Act (Subchapter 1), the Municipal Employment Relations Act (Subchapter the State Employment Labor Relations Act (Subchapter V) of the Wisconsin Statutes. The Commission waintains the original and an index. The index provides specific information related to each decision. If the case file in which the decision was derived from was created after July 1, 2014, the decision is in electronic version of decision 00015000. DISPUTE NOTICES FIS+4 DEST Pederal law requires that the state mediation agency (Wisconsin Employment Flations Commission) receive a copy of a no Wisconsin private sector employer or unin indicating that it intends to modify or ternait an ex		declaratory ruling, complaint, fact finding, interest arbitration, mediation that they should be landmark cases, the Commission keeps them sel followed. Only commissioners or the chief legal counsel may select la Commission according to the respective RDA. Also, the docket sheet	on, or referendum case types; ho parate from their original case typ andmark cases for inclusion. The t for each case containing all imp	wever, because it was be and this RDA should decision is kept by the	decided be		
00012000. GRIEVANCE ARBITRATION AD HOC PANEL REQUESTS FIS+1 DEST Pursuant to Wis. Stat. §§ 111.10, 111.70(4)(c)2 and (4)(c)34, 111.86 and Wis. Admin. Code ch. Erc 40, the Commission recorrequest to supply panels of ad hoc grievance arbitrators. If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirer Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Fiscal) + 1 year and destroy EVT+10 SHSW O0013000. COMPLAINT DECISIONS AND INDEX EVT+10 SHSW Commission complaint decisions derived from case files created pursuant to Wis. Stat. §§ 111.70, 111.70(3) and 111.84 and Admin. Code ch Erc 2, 12 and 22 are the original formal record. Decisions contain formal orders relating to prohibited and un practices under the Visconsin Employment Peace Act (Subchapter I), the Wisconsin Statutes. The Commission maintains the origina and an index. The index provides specific information related to each decision. If the case file in which the decision was derived from was created after July 1, 2014, the decision is in electronic form. The Commission is committed to meeting the requirements of Wis. Admin. Code ch. Adm 12 for the electronic version of decision RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Archives (WHS) 00015000 DISPUTE NOTICES Fish4 DEST Rederal law requires that the state mediation agency (Wisconsin Employment Relations Commission) receive a copy of a no Wisconsin private sector employere or union indicating that it intends to modify or		If the case file was created before July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirements of Wis Admin. Code ch. Adm 12 for the electronic version of all case files.					
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Wis Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Fiscal) + 1 year and destroy 00013000. COMPLAINT DECISIONS AND INDEX EVT+10 SHSW Commission complaint decisions derived from case files created pursuant to Wis. Stat. §§ 111.70, 111.70(3) and 111.84 and Admin. Code ch Erc 2, 12 and 22 are the original formal record. Decisions contail orders relating to prohibited and un practices under the Wisconsin Employment Peace Act (Subchapter I), the Municipal Employment Relations Act (Subchapter the State Employment Labor Relations Act (Subchapter V) of the Wisconsin Statutes. The Commission maintains the original and an index. The index provides specific information related to each decision. If the case file in which the decision was derived from was created after July 1, 2014, the decision is in electronic form. The Commission is committed to meeting the requirements of Wis. Admin. Code ch. Adm 12 for the electronic version of decision RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Archives (WHS) 00015000. DISPUTE NOTICES FIS+4 DEST Federal law requires that the state mediation agency (Wisconsin Employment Relations Commission) receive a copy of a no Wisconsin private sector employee or union indicating that it intends to modify or terminate an existing bargaining agreement (Wis. Stat. §§ 111.70(4)(og1) and cm(1)) requires that a public sector employee of transit or general employees on the union representing such employees notify the Commission when it has asked the other party to begin negotiations. Sections 111.7 (2) of the Wisconsin Statutes, require that a municipal employee of public safety employees (except the City of Milwaukee Pounion representing s	00012000.	Pursuant to Wis. Stat. §§ 111.10, 111.70(4)(c)2 and (4)(cg)4, 111.86 request to supply panels of ad hoc grievance arbitrators.	and Wis. Admin. Code ch. Erc 4	0, the Commission rece			
00013000.COMPLAINT DECISIONS AND INDEXEVT+10SHSWCommission complaint decisions derived from case files created pursuant to Wis. Stat. §§ 111.70, 111.70(3) and 111.84 and Admin. Code ch Erc 2, 12 and 22 are the original formal record. Decisions contain formal orders relating to prohibited and un practices under the Wisconsin Employment Peace Act (Subchapter I), the Municipal Employment Relations Act (Subchapter the State Employment Labor Relations Act (Subchapter V) of the Wisconsin Statutes. The Commission maintains the original and an index. The index provides specific information related to each decision.If the case file in which the decision was derived from was created after July 1, 2014, the decision is in electronic form. The Commission is committed to meeting the requirements of Wis. Admin. Code ch. Adm 12 for the electronic version of decision RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Archives (WHS)00015000.DISPUTE NOTICESFIS+4DESTFederal law requires that the state mediation agency (Wisconsin Employment Relations Commission) receive a copy of a no Wisconsin private sector employer or union indicating that it intends to modify or terminate an existing bargaining agreement (Wis. Stat. §§ 111.70(4)(cg)1 and cm(1)) requires that a public sector employer of transit or general employees or the union representing such employees notify the Commission when it has asked the other party to begin negotiations. Sections 111.7 (2) of the Wisconsin Statutes, require that a municipal employee of public safety employees (except the City of Milwaukee Po- union representing such employees notify the Commission of a bargaining dispute.							
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Commission is committed to meeting the requirements of Wis. Admin. Code ch. Adm 12 for the electronic version of decision RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Archives (WHS) 00015000. DISPUTE NOTICES FIS+4 DEST Federal law requires that the state mediation agency (Wisconsin Employment Relations Commission) receive a copy of a no Wisconsin private sector employer or union indicating that it intends to modify or terminate an existing bargaining agreement (Wis. Stat. §§ 111.70(4)(cg)1 and cm(1)) requires that a public sector employer of transit or general employees or the union representing such employees notify the Commission when it has asked the other party to begin negotiations. Sections 111.7 (2) of the Wisconsin Statutes, require that a municipal employer of public safety employees (except the City of Milwaukee Polunion representing such employees notify the Commission of a bargaining dispute.		Commission complaint decisions derived from case files created pursuant to Wis. Stat. §§ 111.70, 111.70(3) and 111.84 and Wis. Admin. Code ch Erc 2, 12 and 22 are the original formal record. Decisions contain formal orders relating to prohibited and unfair labor practices under the Wisconsin Employment Peace Act (Subchapter I), the Municipal Employment Relations Act (Subchapter IV), and the State Employment Labor Relations Act (Subchapter V) of the Wisconsin Statutes. The Commission maintains the original decisions and an index. The index provides specific information related to each decision.					
00015000. DISPUTE NOTICES FIS+4 DEST Federal law requires that the state mediation agency (Wisconsin Employment Relations Commission) receive a copy of a no Wisconsin private sector employer or union indicating that it intends to modify or terminate an existing bargaining agreement (Wis. Stat. §§ 111.70(4)(cg)1 and cm(1)) requires that a public sector employer of transit or general employees or the union representing such employees notify the Commission when it has asked the other party to begin negotiations. Sections 111.7 (2) of the Wisconsin Statutes, require that a municipal employer of public safety employees (except the City of Milwaukee Polunion representing such employees notify the Commission of a bargaining dispute.		and an index. The index provides specific information related to each	decision.	-			
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Wisconsin private sector employer or union indicating that it intends to modify or terminate an existing bargaining agreement (Wis. Stat. §§ 111.70(4)(cg)1 and cm(1)) requires that a public sector employer of transit or general employees or the union representing such employees notify the Commission when it has asked the other party to begin negotiations. Sections 111.7 (2) of the Wisconsin Statutes, require that a municipal employer of public safety employees (except the City of Milwaukee Po union representing such employees notify the Commission of a bargaining dispute.		If the case file in which the decision was derived from was created af Commission is committed to meeting the requirements of Wis. Admir	ter July 1, 2014, the decision is in a. Code ch. Adm 12 for the electr				
RETENTION: EVENT (Fiscal) + 4 years and destroy	<u>00015000.</u>	If the case file in which the decision was derived from was created af Commission is committed to meeting the requirements of Wis. Admir RETENTION: EVENT (Date of issuance) + 10 years and transfer to S	ter July 1, 2014, the decision is in n. Code ch. Adm 12 for the electr State Archives (WHS)	onic version of decision			
	<u>00015000.</u>	If the case file in which the decision was derived from was created af Commission is committed to meeting the requirements of Wis. Admir RETENTION: EVENT (Date of issuance) + 10 years and transfer to S DISPUTE NOTICES Federal law requires that the state mediation agency (Wisconsin Emp Wisconsin private sector employer or union indicating that it intends to (Wis. Stat. §§ 111.70(4)(cg)1 and cm(1)) requires that a public sector representing such employees notify the Commission when it has ask (2) of the Wisconsin Statutes, require that a municipal employer of pu	ter July 1, 2014, the decision is in a. Code ch. Adm 12 for the electr State Archives (WHS) <u>FIS+4</u> bloyment Relations Commission) o modify or terminate an existing r employer of transit or general el ed the other party to begin negot ublic safety employees (except th	DEST DEST receive a copy of a not bargaining agreement. mployees or the union iations. Sections 111.77	s <u>N</u> icce from a State law 7(1)(c) and		

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<u>00016000.</u>	DOCKET SHEETS	<u> </u>	-	PERM	<u>N</u>

Dept #

RDA #	RDA Title	Retention	Disposition	PII
	Each case processed by the Commission is opened by employer name a election/unit clarification, arbitration, complaint, declaratory ruling, fact fin management cooperation, mediation, and personnel appeal) and a docke each case.	ding, impartial hearing office	r, interest arbitration, lat	bor
	From 1939 to approximately 1996 all docket sheets were paper. Beginning an electronic system. The Commission is committed to meeting the require version of the docket sheets			
	Retention Justification: Once a case file is destroyed or sent to the State sheet is the only permanent record of a case and becomes the main rese organizations, and the public. Therefore, for research and historical purpoffices.	earch tool for Commission sta	aff, employers, labor	
	RETENTION: Permanent			
00017000.	PERSONNEL APPEAL CASE FILES - DECISION ISSUED	EVT+5	DEST	<u>N</u>
	Commission personnel appeal case files are created pursuant to Wis. Stainclude letters of appeal, correspondence, audiotape's and disks, depositi decisions and orders, and other related material. Small parts of these re Any decisions are kept by the Commission (see RDA #00025). Also, the information which may or may not appear in the decision is kept by the Commission (see RDA #00025).	tion transcripts, hearing exhil cords are confidential under docket sheet for each case of	bits, hearing transcripts, Wis. Stat. §§ 230.13 and containing all important of	final d 230.10
	If the case file was created after July 1, 2014, it is in electronic form. The	Commission is committed to	meeting the requirement	
	Wis. Admin. Code ch. Adm 12 for the electronic version of all case files.	Commission is committed to	meeting the requireme	nts of
			meeting the requireme	nts of
<u>00017B00.</u>	Wis. Admin. Code ch. Adm 12 for the electronic version of all case files.	EVT+1	<u>DEST</u>	nts of <u>N</u>
<u>00017B00.</u>	Wis. Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 5 years and destroy confidential	<u>EVT+1</u> at. §§ 230.44(1) and 230.45(ion transcripts, hearing exhib cords are confidential under \	DEST 1)(a), (c), (d) and (e). Ca its, hearing transcripts, Vis. Stat. §§ 230.13 and	<u>N</u> ase files final 1 230.16
<u>00017B00.</u>	 Wis. Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 5 years and destroy confidential PERSONNEL APPEAL CASE FILES - NO COMMISSION ACTION Commission personnel appeal case files are created pursuant to Wis. Strinclude letters of appeal, correspondence, audiotapes and disks, deposit decisions and orders, and other related material. Small parts of these records the docket sheet for each case containing all important case file information. 	<u>EVT+1</u> at. §§ 230.44(1) and 230.45(ion transcripts, hearing exhib cords are confidential under V tion which may or may not a	DEST 1)(a), (c), (d) and (e). Ca its, hearing transcripts, Wis. Stat. §§ 230.13 and opear in the case file is l	<u>N</u> ase files final d 230.16 kept by
<u>00017B00.</u>	 Wis. Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 5 years and destroy confidential PERSONNEL APPEAL CASE FILES - NO COMMISSION ACTION Commission personnel appeal case files are created pursuant to Wis. Strinclude letters of appeal, correspondence, audiotapes and disks, deposit decisions and orders, and other related material. Small parts of these red The docket sheet for each case containing all important case file informathe Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commission formation is a second after July 1, 2014, it is in electronic form. 	<u>EVT+1</u> at. §§ 230.44(1) and 230.45(ion transcripts, hearing exhib cords are confidential under V tion which may or may not a	DEST 1)(a), (c), (d) and (e). Ca its, hearing transcripts, Wis. Stat. §§ 230.13 and opear in the case file is l	<u>N</u> ase files final d 230.16 kept by
	 Wis. Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 5 years and destroy confidential PERSONNEL APPEAL CASE FILES - NO COMMISSION ACTION Commission personnel appeal case files are created pursuant to Wis. Strinclude letters of appeal, correspondence, audiotapes and disks, deposit decisions and orders, and other related material. Small parts of these red The docket sheet for each case containing all important case file informathe Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The CAdmin. Code ch Adm 12 for the electronic version of all case files. 	<u>EVT+1</u> at. §§ 230.44(1) and 230.45(ion transcripts, hearing exhib cords are confidential under N tion which may or may not a	DEST 1)(a), (c), (d) and (e). Ca its, hearing transcripts, Wis. Stat. §§ 230.13 and opear in the case file is l	<u>N</u> ase files final d 230.16 kept by
	 Wis. Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 5 years and destroy confidential PERSONNEL APPEAL CASE FILES - NO COMMISSION ACTION Commission personnel appeal case files are created pursuant to Wis. Strinclude letters of appeal, correspondence, audiotapes and disks, deposit decisions and orders, and other related material. Small parts of these recently the docket sheet for each case containing all important case file informative Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Cadmin. Code ch Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy confidential 	<u>EVT+1</u> at. §§ 230.44(1) and 230.45(ion transcripts, hearing exhib cords are confidential under N tion which may or may not a ommission is committed to m <u>EVT+5</u>)6; 111.77 and 111.86 and W est arbitration, fact finding, an al submitted by the Commiss cess, copies of arbitration av	DEST 1)(a), (c), (d) and (e). Ca its, hearing transcripts, Vis. Stat. §§ 230.13 and opear in the case file is l neeting the requirements SHSW Vis. Admin Code ch. Erc nd ad hoc panel request ion (see RDA #00012)). vards issued by the arbi	<u>N</u> ase files final d 230.16. kept by s of Wis. s of Wis. <u>Y</u> 40, the t and These
<u>00017B00.</u>	 Wis. Admin. Code ch. Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 5 years and destroy confidential PERSONNEL APPEAL CASE FILES - NO COMMISSION ACTION Commission personnel appeal case files are created pursuant to Wis. Strinclude letters of appeal, correspondence, audiotapes and disks, deposit decisions and orders, and other related material. Small parts of these red The docket sheet for each case containing all important case file informathe Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Context Admin. Code ch Adm 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy confidential AD HOC ARBITRATOR FILES Pursuant to Wis. Stat. §§ 111.10, 111.70(4)(c)2, (4)(c)3, (4)(cg)3, (4)(cm) commission utilizes the service of individual arbitrators for use with intercreates individual files for each arbitrator. (Selection is made from a pane files may include documentation related to the arbitrators' application pro 	<u>EVT+1</u> at. §§ 230.44(1) and 230.45(ion transcripts, hearing exhit cords are confidential under V tion which may or may not a ommission is committed to m <u>EVT+5</u>)6; 111.77 and 111.86 and W est arbitration, fact finding, a el submitted by the Commiss cess, copies of arbitration av d as a Commission ad hoc ar	DEST 1)(a), (c), (d) and (e). Ca its, hearing transcripts, Vis. Stat. §§ 230.13 and opear in the case file is l neeting the requirements SHSW Vis. Admin Code ch. Erc nd ad hoc panel request ion (see RDA #00012)). vards issued by the arbi	<u>N</u> ase files final d 230.16. kept by s of Wis. s of Wis. <u>Y</u> 40, the t and These

Election decisions derived from case files created pursuant to Wis. Stat. §§ 111.05, 111.70(4)(m) and 11.83 and Wis. Admin. Code ch. Erc 3, 7, 11, 17, 21 and 27 are the original formal record. Decisions contain information relating to the bargaining unit creation and clarification and are related to the Wisconsin Employment Peace Act, the Municipal Employment Relations Act, and the State Employment Relations Act of the Wisconsin Statutes. The Commission maintains the original decisions and an index. The index provides specific information related to each decision.

If the case file in which the decision is derived from was created after July 1, 2014, the decision is in electronic form. The Commission is committed to meeting the requirements of Wis Admin. Code ch. Adm 12 for the electronic version of all decisions.

RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Archives (WHS)

00024000. INTEREST ARBITRATION AWARDS AND INDEX

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Dept # /425/ Department Name

EMPLOYMENT RELATIONS COMMISSION

RDA #	RDA Title	Retention	Disposition	PII
	Interest arbitration awards are received by the Commission from arbitrators sele to hear and decide a case pursuant to Wis. Stat. §§ 111.70(4)(cm)6, 111.70(4)(awards and an index. The index provides specific information related to each av	jm) and 111.77. Comr		
	If the case file in which the award was derived from was created after July 1, 20 committed to meeting the requirements of Wis. Admin. Code ch. ADM 12 for the			is
	RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Archiv	ves (WHS)		
00025000.	PERSONNEL APPEAL DECISIONS AND INDEX	EVT+10	SHSW	N
	Personnel appeal decisions derived from case files created pursuant to Wis. Stathe original formal record of the former Personnel Commission (prior to 2003) at the Commission relative to the outcome of State employee's appeals of employed decisions and an index. The index provides specific information related to each	nd the Commission. D ment actions. The Cor	ecisions contain forma	l orders of
	If the case file in which the decision was derived from was created after July 1, 2 committed to meeting the requirements of Wis. Admin. Code ch. Adm 12 for the			n is
	RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Archiv	ves (WHS)		
00026000.	ANNUAL CERTIFICATION ELECTION CASE FILES - ELECTION HELD	EVT+5	DEST	<u>N</u>
	Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(in maintaining a legal record of bargaining units and representatives which infor parties. Any decisions are kept by the Commission (see RDA #00033). Also, the case file information which may or may not appear in the decision is kept by the	mation is used by the e docket sheet for eac	Commission and other h case containing all in	r interested
	If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files.	sion is committed to m	neeting the requirement	ts of Wis.
	RETENTION: EVENT (Date closed) + 5 years and destroy			
00026A00.	ANNUAL CERTIFICATION ELECTION CASE FILES - NO COMMISSION ACT	ION EVT+1	DEST	<u>N</u>
<u>00026A00.</u>	Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all impo and other interested parties. The docket sheet for each case containing all impo (see RDA #00016).	(3)(b) or 111.70(4)(d)3 ortant case file informa ortant case file informa	.b. are utilized by the C tion is kept by the Con tion is kept by the Con	Commission nmission nmission
<u>00026A00.</u>	Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all impo and other interested parties. The docket sheet for each case containing all impo	(3)(b) or 111.70(4)(d)3 ortant case file informa ortant case file informa	.b. are utilized by the C tion is kept by the Con tion is kept by the Con	Commission nmission nmission
<u>00026A00.</u>	Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all impo- and other interested parties. The docket sheet for each case containing all impo- (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss	(3)(b) or 111.70(4)(d)3 ortant case file informa ortant case file informa	.b. are utilized by the C tion is kept by the Con tion is kept by the Con	Commission nmission nmission
<u>00026A00.</u>	Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all impo- and other interested parties. The docket sheet for each case containing all impo- (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files.	(3)(b) or 111.70(4)(d)3 ortant case file informa ortant case file informa	.b. are utilized by the C tion is kept by the Con tion is kept by the Con	Commission nmission nmission
	Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all impo- and other interested parties. The docket sheet for each case containing all impo- (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy	(3)(b) or 111.70(4)(d)3 ortant case file informa ortant case file informa sion is committed to m <u>EVT+1</u> n offers training progra n. Formal records of e	.b. are utilized by the Con tion is kept by the Con tion is kept by the Con neeting the requirement <u>DEST</u> arms in (private, municip each individual training	Commission nmission nmission ts of Wis. <u>N</u> pal and program
	Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all impo- and other interested parties. The docket sheet for each case containing all impo- (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy LABOR MANAGEMENT COOPERATION CASE FILES Pursuant to Wis. Stat. §§ 111.09(3), 111.71(5m) and 111.94(3), the Commission State sectors) collective bargaining, as well as in labor management cooperatio are maintained by the Commission. The docket sheet for each case containing	(3)(b) or 111.70(4)(d)3 ortant case file information ortant case file information sion is committed to m <u>EVT+1</u> n offers training progra n. Formal records of ea all important case file	b. are utilized by the Contion is kept by the Contion is kept by the Contion is kept by the Contecting the requirement DEST arms in (private, municipies and individual training information is kept by the contection is kept by the contection is kept by the context of the c	Commission nmission ts of Wis. <u>N</u> pal and program the
	 Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all impo- and other interested parties. The docket sheet for each case containing all impo- (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy LABOR MANAGEMENT COOPERATION CASE FILES Pursuant to Wis. Stat. §§ 111.09(3), 111.71(5m) and 111.94(3), the Commission State sectors) collective bargaining, as well as in labor management cooperatio are maintained by the Commission. The docket sheet for each case containing Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commission 	(3)(b) or 111.70(4)(d)3 ortant case file information ortant case file information sion is committed to m <u>EVT+1</u> n offers training progra n. Formal records of ea all important case file	b. are utilized by the Contion is kept by the Contion is kept by the Contion is kept by the Contecting the requirement DEST arms in (private, municipies and individual training information is kept by the contection is kept by the contection is kept by the context of the c	Commission nmission ts of Wis. <u>N</u> pal and program the
	 Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all impo- and other interested parties. The docket sheet for each case containing all impo- (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy LABOR MANAGEMENT COOPERATION CASE FILES Pursuant to Wis. Stat. §§ 111.09(3), 111.71(5m) and 111.94(3), the Commission State sectors) collective bargaining, as well as in labor management cooperatio are maintained by the Commission. The docket sheet for each case containing Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commission Admin. Code ch. ADM 12 for the electronic version of all case files. 	(3)(b) or 111.70(4)(d)3 ortant case file information ortant case file information sion is committed to m <u>EVT+1</u> n offers training progra n. Formal records of ea all important case file	b. are utilized by the Contion is kept by the Contion is kept by the Contion is kept by the Contecting the requirement DEST arms in (private, municipies and individual training information is kept by the contection is kept by the contection is kept by the context of the c	Commission nmission ts of Wis. <u>N</u> pal and program the
<u>00027000.</u>	 Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all impo- and other interested parties. The docket sheet for each case containing all impo- (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy LABOR MANAGEMENT COOPERATION CASE FILES Pursuant to Wis. Stat. §§ 111.09(3), 111.71(5m) and 111.94(3), the Commission State sectors) collective bargaining, as well as in labor management cooperatio are maintained by the Commission. The docket sheet for each case containing Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files. 	3)(b) or 111.70(4)(d)3 ortant case file information ortant case file information sion is committed to m <u>EVT+1</u> n offers training programing n. Formal records of e all important case file sion is committed to m <u>EVT+1</u> (4)(b) and 66.0509 and kept by the Commission	b. are utilized by the Contion is kept by the Contion is kept by the Contion is kept by the Contecting the requirement DEST arms in (private, municip pach individual training information is kept by the meeting the requirement DEST d utilized by the Common (see RDA #00034).	Commission nmission ts of Wis. <u>N</u> pal and program the ts of Wis. <u>N</u> ission in Also, the
<u>00027000.</u>	 Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all import and other interested parties. The docket sheet for each case containing all import (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy LABOR MANAGEMENT COOPERATION CASE FILES Pursuant to Wis. Stat. §§ 111.09(3), 111.71(5m) and 111.94(3), the Commission State sectors) collective bargaining, as well as in labor management cooperatio are maintained by the Commission. The docket sheet for each case containing Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commission Admin. Code ch. ADM 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy IMPARTIAL HEARING OFFICER CASE FILES Impartial hearing officer case files are created pursuant to Wis. Stat. §§ 36.115(maintaining a legal record of impartial hearing officer cases. Any decisions are files information which 	(3)(b) or 111.70(4)(d)3 ortant case file information ortant case file information sion is committed to me <u>EVT+1</u> n offers training progra n. Formal records of e all important case file sion is committed to me <u>EVT+1</u> (4)(b) and 66.0509 and (sept by the Commission may or may not apped)	b. are utilized by the Contion is kept by the Contion is kept by the Contion is kept by the Content of the requirement DEST arms in (private, municipate individual training information is kept by the content of the requirement DEST dutilized by the Common (see RDA #00034). ar in the decision is kept	Commission nmission ts of Wis. N pal and program the ts of Wis. N ission in Also, the pt by the
<u>00027000.</u>	 Annual certification election case files created pursuant to Wis. Stat. §§ 111.83(and other interested parties. The docket sheet for each case containing all import (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy LABOR MANAGEMENT COOPERATION CASE FILES Pursuant to Wis. Stat. §§ 111.09(3), 111.71(5m) and 111.94(3), the Commission State sectors) collective bargaining, as well as in labor management cooperatio are maintained by the Commission. The docket sheet for each case containing Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commission Admin. Code ch. ADM 12 for the electronic version of all case files. Pursuant to Wis. Stat. §§ 111.09(3), 111.71(5m) and 111.94(3), the Commission State sectors) collective bargaining, as well as in labor management cooperatio are maintained by the Commission. The docket sheet for each case containing Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commiss Admin. Code ch. ADM 12 for the electronic version of all case files. RETENTION: EVENT (Date closed) + 1 year and destroy IMPARTIAL HEARING OFFICER CASE FILES Impartial hearing officer case files are created pursuant to Wis. Stat. §§ 36.115(maintaining a legal record of impartial hearing officer cases. Any decisions are file docket sheet for each case containing all important case files information which Commission (see RDA #00016). If the case file is created after July 1, 2014, it is in electronic form. The Commission (see RDA #00016). 	(3)(b) or 111.70(4)(d)3 ortant case file information ortant case file information sion is committed to me <u>EVT+1</u> n offers training progra n. Formal records of e all important case file sion is committed to me <u>EVT+1</u> (4)(b) and 66.0509 and (sept by the Commission may or may not apped)	b. are utilized by the Contion is kept by the Contion is kept by the Contion is kept by the Content of the requirement DEST arms in (private, municipate individual training information is kept by the content of the requirement DEST dutilized by the Common (see RDA #00034). ar in the decision is kept	Commission nmission ts of Wis. N pal and program the ts of Wis. N ission in Also, the pt by the

RDA #	RDA Title	Retention	Disposition	PII
	If the notice was created after July 1, 2014, it is in electronic form. The Commi Admin. Code ch. ADM 12 for the electronic version of all case files.	ission is committed to m	eeting the requirements	s of Wis.
	RETENTION: EVENT (Date of issuance) + 2 years and destroy			
<u>00031000.</u>	10-DAY NOTICE OF INTENT TO STRIKE	EVT+2	DEST	<u>N</u>
	Ten-day notices of intent to strike are sent to the Commission pursuant to Wis potential union strikes concerning a private sector employer.	. Stat. § 111.115 to info	rm the Commission of c	ertain
	RETENTION: EVENT (Date received) + 2 years and destroy			
<u>00032000.</u>	VOLUNTARY IMPASSE RESOLUTION PROCEDURE CASE FILES	EVT+1	DEST	<u>N</u>
	Voluntary impasse resolution procedure case files created pursuant to Wis. St when a union and employer wish to establish their own procedure for resolving containing all important case file information which may or may not appear in t #00016).	g a bargaining impasse.	The docket sheet for ea	ach case
	If the case file was created after July 1, 2014, it is in electronic form. The Corr Wis. Admin. Code ch. ADM 12 for the electronic version of all case files.	nmission is committed to	o meeting the requireme	nts of
	RETENTION: EVENT (Date closed) + 1 year and destroy			
<u>00033000.</u>	ANNUAL CERTIFICATION ELECTION ORIGINAL DECISIONS AND INDEX	EVT+5	SHSW	<u>N</u>
	Pursuant to Wis. Stat. §§ 111.83(3)(b) or 111.70(4)(d)3.b., during an annual condition of Election, Certifications of Election Results and decisions on motion original formal record. The Commission maintains the original decisions and a to each decision.	ons and/or election obje	ctions. These decisions	are the
	If the case file in which the decision was derived from was created after July 1 committed to meeting the requirements of Wis. Admin. Code ch. Adm 12 for the			ı is
	RETENTION: EVENT (Date of issuance) + 5 years and transfer to State Archi	ves (WHS)		
<u>00034000.</u>	IMPARTIAL HEARING OFFICER CASE ORIGINAL DECISIONS AND INDEX	<u>EVT+10</u>	SHSW	<u>N</u>
	The Commission and its staff are available, upon request, to serve as Impartia grievance procedures. The Commission maintains the original decisions and a to each decision.			
	If the case file in which the decision was derived from was created after July 1 committed to meeting the requirements of Wis. Admin. Code ch. ADM 12 for the term of the requirements of Wis.	, 2014, it is in electronic he electronic version of	form. The Commission all decisions.	is
	RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Arch	nives (WHS)		
<u>00035000.</u>	FACT FINDING CASE ORIGINAL RECOMMENDATIONS AND INDEX	<u>EVT+10</u>	SHSW	<u>N</u>
	Section 111.70(4)(c)3 of the Wisconsin Statutes authorizes the issuance of fact- certain union-represented municipal public safety employees. Section 111.88 fact-finding recommendations as to bargaining disputed for certain union-repre- recommendations are the original formal record. The Commission maintains the provides specific information related to each recommendation.	of the Wisconsin Statue esented state employee	s authorizes the issuand s. These fact-finding	ce of
	If the case file in which the recommendation is derived from was created after committed to meeting the requirements of Wis. Admin. Code ch. ADM 12 for the requirements of Wis.			ission is
	RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Arch	nives (WHS)		
<u>00036000.</u>	GRIEVANCE ARBITRATION CASE ORIGINAL AWARDS AND INDEX	<u>EVT+10</u>	SHSW	<u>N</u>
	Sections 111.10, 111.70(4)(c)2, (cg)4, and 111.86 of the Wisconsin Statutes a arbitration awards interpreting collective bargaining agreements. These award maintains the original awards and an index. The index provides specific inform	s are the original forma	I record. The Commissio	
	If the case file in which the award was derived from was created after July 1, 2 committed to meeting the requirements of Wis. Admin. Code ch. ADM 12 for the second secon			
	RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Arch	nives (WHS)		
<u>00037000.</u>	DECLARATORY RULING CASE ORIGINAL DECISIONS AND INDEX	EVT+10	SHSW	<u>N</u>

EMPLOYMENT RELATIONS COMMISSION

00037000. DECLARATORY RULING CASE ORIGINAL DECISIONS AND INDEX

Department Name

Dept #

<u>/425/</u>

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EVT+10

SHSW

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RDA #	RDA Title	Retention	Disposition	PII

Sections 111.70(4)(b) and 227.41 of the Wisconsin Statutes authorize the Commission to issue declaratory ruling decisions interpreting the laws the Commission administers. These decisions are the original formal record. The Commission maintains the original decisions and an index. The index provides specific information related to each decision.

If the case file in which the decision was derived from was created after July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirements of Wis. Admin. Code ch. ADM 12 for the electronic version of all decisions.

RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Archives (WHS)

00038000. REFERENDUM CASE ORIGINAL DECISIONS AND INDEX

Section 111.06(1)(c) - until repealed by 2015 Act 1 - and Sections 111.70(2) and 111.85 of the Wisconsin Statutes authorize the Commission to conduct referenda to determine whether a union security agreement can be created or should continue. During this process the Commission issues Directions, Certifications of Results and decisions on motions and/or objections. The index provides specific information related to each decision.

If the case file in which the decision was derived from was created after July 1, 2014, it is in electronic form. The Commission is committed to meeting the requirements of Wis. Admin. Code ch. ADM 12 for the electronic version of all decisions.

RETENTION: EVENT (Date of issuance) + 10 years and transfer to State Archives (WHS)