

**U.S. Department of Labor**

Employment Standards Administration  
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April 11, 2007

Mr. George Lengyel, President  
National Association of Letter Carriers  
Local Branch 3677  
P.O. Box 2335  
317 Penco Road  
Weirton, WV 26062-1535

LM File Number 083-899  
Case Number: [REDACTED]

Dear Mr. Lengyel:

This office has recently completed an audit of Local Branch 3677 of the National Association of Letter Carriers under the Compliance Audit Program (CAP) to determine your organization's compliance with the provisions of the Labor-Management Reporting and Disclosure Act of 1959 (LMRDA). As discussed during the exit interview with you on April 9, 2007, the following problems were disclosed during the CAP. The matters listed below are not an exhaustive list of all possible problem areas since the audit conducted was limited in scope.

The CAP disclosed a violation of LMRDA Section 201(a) which requires that a union submit a copy of its revised constitution and bylaws with its LM report when constitution or bylaws changes are made. Local Branch 3677 amended its constitution and bylaws in 2003, but a copy was not filed with its LM report for that year. A copy of Local Branch 3677's constitution and bylaws has now been filed.

The CAP disclosed a violation of LMRDA Section 206 which requires, among other things, that adequate records be maintained for at least 5 years by which each receipt and disbursement of funds, as well as all account balances, can be verified, explained, and clarified. Local Branch 3677 failed to maintain adequate supporting documentation of officer travel expenses for the National Convention in Las Vegas in August 2006 and steward training in Charleston, West Virginia in February 2006. Specifically, Local Branch 3677 failed to keep hotel, rental car and restaurant receipts. In addition,

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itemized meal receipts with the names of individuals present for meal expenses and the locations (names of restaurants) where meal expenses were incurred must be recorded.

I want to extend my personal appreciation to Local Branch 3677 for the cooperation and courtesy extended during this compliance audit. I strongly recommend that you make sure this letter and the compliance assistance materials provided to you are passed on to future officers. If we can provide any additional assistance, please do not hesitate to call.

Sincerely,

[REDACTED]

Investigator

cc: Perry Orr, Treasurer