



ANTONIO R. VILLARAIGOSA
MAYOR

MEMORANDUM

To: All City Employees
From: Antonio R. Villaraigosa *AV*
Mayor
Subject: City Operations on August 22nd and 23rd
Date: August 14, 2006

The City and all of its departments will be open and providing their normal services to the people of Los Angeles on August 22 and 23, 2006, even though the Engineers and Architects Association (EAA) has called for a work stoppage by employees in its bargaining units those same days.

It is understandable that employees may be anxious about this unusual event. I want to assure you that every effort is being made to ensure that you will be able to get to your job safely and to do your job without interruption.

It is also understandable that you may want up-to-date information about what is happening in and around your workplace. Therefore, I have asked every General Manager to set up information lines for you to call on August 22nd and 23rd.

My office and every City department have received numerous questions from employees about what this means for to each of them, their work and the community we serve. Consequently, please note the following:

1. The safety of City employees and the public is of paramount concern.
2. While the City intends to conduct business as usual, EAA represented employees have the right to participate in a job action subject to any legal restrictions.
3. Individual EAA represented employees have the right to choose to participate or not in a job action. No one can order you to participate in a job action; nor can anyone order you not to participate.

4. No one has the right to threaten you with retaliation if you do not participate in a job action. Similarly, no one has the right to threaten you with retaliation if you do participate.
5. No one can promise you preferential treatment of any sort for participating or not participating in a job action.
6. All City departments are expected to follow normal work schedules and to provide regular services to the public on August 22nd and 23rd, and at all other times.
7. Requests for time off will be granted based on operational needs and pursuant to department procedures.
8. The Public Safety Office of the General Services Department (GSD) is responsible for maintaining safety at City facilities and will have staff available to respond to unsafe conditions.
9. Picket lines may not prevent people from entering or exiting City facilities, including parking lots. GSD and/or LAPD officers will either be present at your work locations to ensure your ability to enter/exit or be available through the Public Safety Office 24-hour hotline at (213) 978-4670 to assist you.

My staff and I will be at work on August 22nd and 23rd to help ensure City services are maintained and that the rights of all employees are protected.

ARV:kc