



AAA® Labor File & Hold Procedures

Parties who want to use the labor arbitration services of the AAA may mutually agree to use the File & Hold Procedures. These procedures provide another inexpensive method for resolving labor disputes. Both Union and Management have expressed concerns about the arbitration process getting too expensive. Under these procedures, parties will have the option of filing their demand, extending their settlement negotiations for an additional thirty (30) days and saving money if they are successful in resolving the dispute.

Major Features of New Process

No administrative services will be provided until after the expiration of the thirty (30) days. If the parties are successful in resolving the grievance within thirty (30) days, the filings fees will be reduced by 50%. If the parties are unsuccessful in resolving the grievance within thirty (30) days, administration will resume and the full filing fees will be assessed to the parties.

Details

- There will be no administrative services provided, including no submission of the list, no appointments made or no hearings scheduled until after the expiration of the thirty (30) days.
- The file will be held in abeyance for thirty (30) days, or until such time as the parties have notified the AAA of a settlement, whichever comes first.
- The thirty (30) days will commence from the date of the time-stamped Demand.
- No extensions for additional time will be granted under these procedures. However, the parties may agree to continue to hold the file in abeyance after the expiration of the thirty (30) days under the regular procedures.
- If a settlement has not been reached within the thirty (30) days, the AAA will resume with case administration.
- These procedures will be applied on new case filings. However, if the AAA is notified prior to the issuance of the list to apply these procedures, these procedures may be applied.
- It is the obligation of the parties to advise the AAA if the case has settled within the thirty (30) days.

Process

- AAA acknowledges receipt of the Demand and confirms that by agreement of the parties, the case will be held in abeyance for thirty (30) days.
- The AAA will confirm the expiration date of the thirty (30) days in their initiating letter.
- At the expiration of the thirty (30) days, AAA will either close their file or proceed with administration.