Labor Relations and Collective Bargaining  
(Civil Service and Administrative, Professional and Technical Employees)

Hawai‘i Government Employees Association (HGEA): White collar employees  
BUs 2, 3, 4, 9 (Civil service employees)  
BU 8 (Board of Regents appointees - Administrative, Professional and 
Technical (APT) employees)

United Public Workers (UPW): Blue collar employees  
BUs 1 and 10 (Civil service employees)

FYI – University of Hawai‘i Professional Assembly (UHPA): Faculty members  
BU 7

When handling labor relations and/or collective bargaining matters, 
be sure to refer to the appropriate collective bargaining agreement (CBA).

It is important for personnel officers to know the difference between 
Performance (ability to do the job) vs. Discipline (violation of a law, policy, 
rule or regulation), i.e., incompetence – would if could vs. misconduct – 
can but won’t, respectively. FYI, for performance matters, use the 
Performance Appraisal System (PAS) for civil service employees and 
administrative procedure A9.170, Performance Evaluation System (PES), 
for APT employees.

Discipline

I. Address complaints/problems in a timely manner
II. Conduct a thorough and fair investigation
III. Provide due process and CBA rights
   a. Weingarten rights (union representation), Loudermill rights 
      (pre-termination hearing)
   b. Notice to union and employee, discipline, bill of rights, etc.
IV. Discipline is based on “just and proper cause” (BU 1, 10 & 9) or 
    “just cause” (other BUs)
V. Progressive discipline
   a. the application of increasingly severe remedies and 
      penalties if an offense is repeated.
   b. however, if an offense or violation is serious, progressive 
      discipline may be waived and the employee may be 
      suspended or discharged.