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THE DISTRICT OF COLUMBIA

BEFORE

THE OFFICE OF EMPLOYEE APPEALS

In the Matter of:)	
)	OEA Matter No.: 1601-0037-16
PHYLLIS THOMAS-TOURE,)	
Employee)	
)	Date of Issuance: October 21, 2016
v.)	
)	
UNIVERSITY OF THE DISTRICT OF)	Arien P. Cannon, Esq.
COLUMBIA,)	Administrative Judge
Agency)	
)	
)	

Phyllis Thomas-Toure, Employee, *Pro se*
Gary L. Lieber, Esq., Agency Representative
Jacquelyn L. Thompson, Esq., Agency Representative

INITIAL DECISION

INTRODUCTION AND PROCEDURAL BACKGROUND

On March 18, 2016, Phyllis Thomas-Toure (“Employee”) filed a Petition for Appeal with the Office of Employee Appeals (“Office” or “OEA”) challenging the University of the District of Columbia’s (“Agency”) decision to remove her from her position as an Executive Assistant. This matter was assigned to the undersigned on September 7, 2016. Prior to scheduling a Prehearing Conference or Status Conference, Employee submitted a letter seeking to withdraw her appeal on October 11, 2016. The record is now closed.

JURISDICTION

Jurisdiction of this Office is established in this matter pursuant to D.C. Official Code § 1-606.03 (2001).

ISSUE

Whether Employee’s Petition for Appeal should be dismissed based on her voluntary withdrawal letter.

ANALYSIS AND CONCLUSION

Employee submitted a letter, dated October 1, 2016, indicating that she is “unable to continue pursuing [her] appeal.”¹ This letter is being treated as a withdrawal of Employee’s Petition for Appeal with this Office. Accordingly, Employee’s Petition for Appeal is hereby **DISMISSED**.

ORDER

It is hereby **ORDERED** that Employee’s Petition for Appeal is **DISMISSED**.

FOR THE OFFICE:

Arien P. Cannon, Esq.
Administrative Judge

¹ This letter was received and filed with OEA on October 11, 2016.