

EMPLOYEE GRIEVANCE

1. To _____
Department Head Department

2. The Grievance stated under Item 3 was discussed with _____ on
Supervisor

_____ and was not satisfactorily resolved. A meeting is requested for further discussion of this
Date

complaint under the grievance procedure.

3. Statement of Grievance (Supply facts, dates and give exact nature of complaint - use second page if additional space is required.)

4. Agreement provision(s) in question: Article _____ Section _____

5. Is this a Grievance by a Grievance Committee? Yes No

_____	_____	_____
Employee's Signature	Employee Number	Date
_____	_____	_____
Steward, or Chief Steward's Signature	Unit and Department	Date
_____	_____	_____
Third member of Grievance Committee if applicable	Employee Number	Date

7. Received by Department _____ . Under the Agreement, Article 17.04
Name/Date

Secton 17.04, a meeting must be held to discuss this Grievance within 1 week after this date.

Statement of Grievance (additional information from page 1)