

Side Two

Where did the grievance or complaint occur? (Include a diagram, sketch, or photo, if helpful.)

Exact location: _____

Type of equipment (If applicable): _____

Aisle, job number (If applicable): _____

Why is this considered to be a grievance or complaint? (Article in the collective bargaining agreement, the law, the past practice, the regulation, or unjust treatment.)

Corrective action requested: Grievance settled and redress in full (to place the grievant in exactly the same position he/she would have been had the incident not occurred.)

Employer contends: _____

Employer record of conduct: _____

Verbal warning issued (dates/reasons): _____

Written warnings issued (dates/reasons): _____

Penalties imposed: _____

Any related information: _____

PLEASE NOTE:

Documentary evidence such as seniority lists, wage schedules, work tickets, record of similar grievances, etc., should be attached. It is very important that dates, times, statements, and references are not changed once established as facts.

Date grievance or complaint was reported

Signature of steward

Signature of grievant