

Step # _____ Union & Local # _____ Bargaining Unit # _____

GRIEVANCE REPORT

Grievant(s): _____ Soc. Sec. #: _____

Job Title: _____ Agency: _____

Facility/Region: _____ Work Location: _____

Agency Start Date (if known): _____ Manager: _____

Employer is in violation of Article(s) _____ and other relevant provisions of the Agreement.

STATEMENT BY GRIEVANT OR UNION

The "statement" should include: (1) nature of the contract violation; i.e., what action did the employer take, or fail to take, which violated the Contract; (2) the date(s) of the violation and, where appropriate as in promotions, demotions, transfers, reassignments, etc., the relevant title(s) and work location(s). (Use additional sheets of paper, if necessary.)

RELIEF OR REMEDY SOUGHT

Grievant's Signature

Date

Steward/Union Representative Signature

Date

In accordance with Articles 23 and 23A, all disciplinary grievances must also include the following completed form.

WAIVER OF RIGHT TO APPEAL DISCIPLINARY ACTION

I wish to submit the attached grievance under Article 23A, Grievance Procedure and Article 23, Arbitrations of Disciplinary Action, appealing my demotion, suspension or discharge effective on _____ and pursuant to Article 23, Section 4 of the Agreement between the Alliance and the Commonwealth of Massachusetts dated _____. I understand that if I appeal this disciplinary action to any other forum, excluding the Labor Relations Commission, my grievance shall be considered withdrawn. I confirm that I have not initiated any other appeal of this disciplinary action.

DATE

EMPLOYEE SIGNATURE

DATE

UNION REPRESENTATIVE SIGNATURE