



EMPLOYEE GRIEVANCE FORM

It is the purpose of the Grievance Procedure to establish a method whereby grievances of employees will be resolved fairly and effectively. The filing of a grievance will in no way prejudice the status of the employee. Please see the Policy Manual for a full description of the procedure (Page 61).

EMPLOYEE: _____ DATE: _____

DEPARTMENT: _____ JOB TITLE: _____

STATEMENT OF GRIEVANCE (background/activity leading to complaint, including dates):

REMEDY REQUESTED:

EMPLOYEE'S SIGNATURE: _____

DATE: _____