ACE	GRIEVANCE FORM						
ULOCAL1 Grievor:	Phone:						
Department:							
STEP 1:							
Date initiated:	Step I response deadline date:						
Date by which grievand	e must proceed to Step II:						

Please print name

Supervisor's reply to Step I presentation:

Outline of Grievance:

Signature of Supervisor

Please print name

STEP II: Omit Step II if the Supervisor and Department Head are the same person. Date initiated: Step II response deadline date: Date to proceed to Step III if necessary: Department Head's reply to Step II presentation:

\* \* \* \* \*

Signature of Department Head

Please print name

Date grievance is referred to Labour Committee Meeting:

Copy distribution: white - Grievor yellow - Department goldenrod - Labour Committee

pink - Union Office

Note:

The white copy is given to the Grievor at the time Step 1 is filed. The Department is given the yellow, pink, and goldenrod forms. After Step 2 (or Step 1, if there is no Step 2), the Department keeps the yellow form, sends the pink form to the Union and the goldenrod form to Employee Relations. The University will provide the goldenrod form for the Union to sign at the Labour Committee meeting.

GRIE	VANC	F F	ORM	
Unic	VANO	E F		20

Grievor:	Phone:
Department:	
Shop Steward and/or Union Represent	ative:
STEP 1:	
Date initiated:s	tep I response deadline date:
Date by which grievance must procee	d to Step II:
Outline of Grievance:	

Please print name

Supervisor's reply to Step I presentation:

UBC

Signature of Supervisor

Please print name

\* \* \* \* \*

Signature of Department Head

Please print name

Date grievance is referred to Labour Committee Meeting:

Copy distribution:blue - Grievor<br/>yellow - Departmentgreen - Union Office<br/>white - Labour CommitteeNote:The blue copy is given to the Grievor at the time Step 1 is filed.The Department is given the yellow, green and white forms. After<br/>Step 2 (or Step 1, if there is no Step 2), the Department keeps the<br/>yellow form, sends the green form to the Union and the white one to<br/>Employee Relations. The University will provide the white form for<br/>the Union to sign at the Labour Committee meeting.

ACE ULOCAL 1	GRIEVANCE FORM
Grievor:	Phone:
Department:	T T See An a feature of the second
Shop Steward and/or Unic	on Representative:
STEP I:	
Date initiated:	Step I response deadline date:
Date by which grievance	must proceed to Step II:
Outline of Grievance:	

Please print name

Supervisor's reply to Step I presentation:

Signature of Supervisor

Please print name

\* \* \* \* \*

Signature of Department Head

Please print name

Date grievance is referred to Labour Committee Meeting:

Copy distribution:blue - Grievorgreen - Union OfficeNote:yellow - Departmentwhite - Labour CommitteeThe bluecopy is given to the Grievor at the time Step 1 is filed.

The <u>blue</u> copy is given to the Grievor at the time step 1 is filed. The Department is given the <u>vellow</u>, <u>green</u> and <u>white</u> forms. After Step 2 (or Step 1, if there is no Step 2), the Department keeps the <u>vellow</u> form, <u>sends</u> the <u>green</u> form to the Union and the <u>white</u> one to Employee Relations. The University will provide the <u>white</u> form for the Union to sign at the Labour Committee meeting.

GRIEVANCE FORM
Grievor: Phone:
Department:
Shop Steward and/or Union Representative:
SIEP_1: Date initiated:Step I response deadline date: Date by which grievance must proceed to Step II: Outline of Grievance:
Signature of grievor
Please print name Supervisor's reply to Step I presentation:
Signature of Supervisor
Please print name
STEP II:  Omit Step II if the Supervisor and Department Head are the same person.    Date initiated:
Department Head's reply to Step II presentation:
Signature of Department Head
Please print name
Date grievance is referred to Labour Committee Meeting:
Copy distribution:  blue - Grievor  green - Union Office    Note:  yellow - Department  white - Labour Committee

The <u>blue</u> copy is given to the Grievor at the time Step 1 is filed. The <u>blue</u> copy is given the <u>vellow</u>, <u>green</u> and <u>white</u> forms. After Step 2 (or Step 1, if there is no Step 2), the Department keeps the <u>vellow</u> form, <u>sends</u> the <u>green</u> form to the Union and the <u>white</u> one to Employee Relations. The University will provide the <u>white</u> form for the Union to sign at the Labour Committee meeting.

<b>UBC</b> <b>UBC</b> <b>UBC</b>	GRIEVANCE	FORM	
Grievor:		Phone:	
Department:			
Shop Steward and/or Uni	on Representative:		
STEP 1:			Storal Ser
Date initiated:	Step I resp	onse deadline date:	
Date by which grievance	must proceed to Step :		

Please print name

Supervisor's reply to Step I presentation:

Outline of Grievance:

Signature of Supervisor

Please print name

Signature of Department Head

Please print name

Date grievance is referred to Labour Committee Meeting:

Copy distribution: white - Grievor yellow - Department pink - Union Office goldenrod - Labour Committee

## Note:

The white copy is given to the Grievor at the time Step 1 is filed. The Department is given the <u>yellow</u>, <u>pink</u>, and <u>goldenrod</u> forms. After Step 2 (or Step 1, if there is no Step 2), the Department keeps the <u>yellow</u> form, sends the <u>pink</u> form to the Union and the <u>goldenrod</u> form to Employee Relations. The University will provide the <u>goldenrod</u> form for the Union to sign at the Labour Committee meeting.