

AFSCME Local 1776 Grievance Fact Sheet



CONFIDENTIAL

You should use this form as a grievance investigation tool. But, do not turn this form into management; this information is for the union's use only. Please turn this form into the Local 1776 office when filing the initial grievance.

grievant(s): _____ **job title:** _____

date of hire: ___ / ___ / ___ **work location:** _____

What happened? (more detail than on grievance sheet, if needed) _____

Any important background information? _____

Name and title of parties involved: _____

_____ (Especially list supervisors)

Witness names and titles: _____

_____ (Remember: try to get signed statements)

When & where did the grievance occur? _____

Additional comments: _____

Grievants' signature: _____ **Steward's signature:** _____

—do not turn this form into management—