

# NAGE GRIEVANCE COMPLAINT FORM

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 22 and 23, 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 23, Grievance Procedure and Article 22, Arbitrations of Disciplinary Action, appealing my demotion, suspension or discharge effective on \_\_\_\_\_ and pursuant to Article 22, Section 4 of the Agreement between the NAGE and the Commonwealth of Massachusetts dated \_\_\_\_\_. I hereby waive any and all rights to appeal this disciplinary action to any other forum including the Civil Service Commission. I have not initiated any other appeal of this disciplinary action.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
EMPLOYEE SIGNATURE

\_\_\_\_\_  
UNION REPRESENTATIVE SIGNATURE