

BRANCH 214 WORKSHEET - INFORMAL STEP A

For use in preparing & presenting a grievance at INFORMAL - A

Grievant: _____ Subject: _____

Date of violation: _____ Date of Informal A: _____ Supervisor: _____

Shop Steward: _____ City/station: _____

FRAME THE ISSUE: _____

UNDISPUTED FACTS (include dates): _____

UNION CONTENTIONS: (disputed facts & union arguments; include dates):

MANAGEMENT'S POSITION: _____

REMEDY: _____

Offers made at Informal A: _____

