



DISCIPLINE-DISMISSAL GRIEVANCE CHECKLIST

GRIEVOR NAME: _____ LOCAL CONTACT: _____

Please identify the nature of the grievance:

- Verbal warning
- Written warning
- Suspension - how long? _____
- Dismissal
- Grievor wishes to rescind resignation
- Non-renewal of contract

Have you included:

- Letter(s) of discipline or dismissal
- All replies from the employer
- Seniority date
- Details of any prior record of discipline
- Details about alleged misconduct, including if criminal charges are being considered or laid
- Phone numbers of relevant contacts or witnesses, etc.

Employer's stated position:

Union's stated position:

Any settlement proposed? By whom?