GRIEVANCE FORM – Step 2/Step 3
(Circle One)

TO: ___________________________________ _________________________________  Date Filed
FROM:  _________________________________ _________________________________
        Steward/Union Representative  Signature of Steward /Union Representative
        _________________________________ _________________________________
        Signature of Grievant

Grievance of: _______________________________
Employee(s) or Union

Grievance Number: __________________________

Reasons why answer at Step _______ is unsatisfactory ____________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

INSTRUCTIONS:
1. Fill out as indicated.
2. Attach copy of completed grievance form(s) and written disposition(s) from earlier grievance step(s).

DISTRIBUTION:
Step 2
Original  President or Designee
1st Copy  Steward
2nd Copy  Campus Grievance File
Step 3
Chancellor  or Designee
       Union  Representative
       Campus  Grievance File

Date Received By
Disposition:  ☐ Settled  ☐ Withdrawn  ☐ Rendered  Date:  ___________________