

## GRIEVANCE FORM – Step 1

CAMPUS \_\_\_\_\_

TO: \_\_\_\_\_  
Director

Date Filed

FROM: Steward

Signature of Steward

Signature of Grievant

Grievance of: \_\_\_\_\_  
Employee(s) or Union

Section(s) of agreement allegedly violated: \_\_\_\_\_

Date(s) of occurrence giving rise to grievance: \_\_\_\_\_ (if more than five (5) days prior to the filing date, include an explanation as to when the problem became known to the employee and why the employee should not be charged with knowledge as of an earlier date): \_\_\_\_\_

Statement of facts and evidence supporting the grievance: (Attach supporting documents if appropriate)

Redress sought:

Date Received \_\_\_\_\_ By \_\_\_\_\_

**Grievance Number:**

Disposition: ☐ Settled ☐ Withdrawn ☐ Rendered Date: \_\_\_\_\_

To be completed by Director

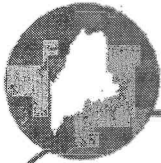
**INSTRUCTIONS:** Fill out as indicated.

**Step 1** DISTRIBUTION:

Original  
Director

1<sup>st</sup> Copy  
Steward

2<sup>nd</sup> Copy  
Campus Grievance File



# UNIVERSITY OF MAINE SYSTEM SERVICE AND MAINTENANCE UNIT

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

CAMPUS \_\_\_\_\_

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 \_\_\_\_\_

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Date Received \_\_\_\_\_

By \_\_\_\_\_

Disposition: ☐ Settled ☐ Withdrawn ☐ Rendered Date: \_\_\_\_\_

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

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

**University of Maine System  
FY18 & FY19 Wage Schedule  
Service and Maintenance Effective  
January 1, 2018 - June 30, 2019**

DBM	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
A11	11.25	11.55	11.85	12.15	12.45	12.74	13.04	13.34	13.63	13.94	14.24	14.53	14.83	15.13	15.42
A12	11.42	11.75	12.08	12.42	12.74	13.07	13.41	13.74	14.06	14.39	14.73	15.06	15.38	15.71	16.04
A13	12.10	12.47	12.84	13.21	13.58	13.96	14.33	14.71	15.08	15.44	15.82	16.19	16.57	16.94	17.27
B21	13.41	13.82	14.24	14.65	15.07	15.48	15.89	16.31	16.72	17.14	17.56	17.97	18.39	18.80	19.18
B22	14.74	15.19	15.65	16.11	16.57	17.02	17.48	17.94	18.40	18.86	19.31	19.77	20.23	20.69	21.10
B23	16.06	16.56	17.06	17.56	18.05	18.55	19.05	19.56	20.06	20.56	21.06	21.56	22.06	22.56	23.00
B31	17.71	18.27	18.82	19.38	19.93	20.49	21.04	21.59	22.14	22.70	23.25	23.81	24.36	24.91	25.42
B32	19.69	20.29	20.90	21.51	22.11	22.72	23.33	23.93	24.54	25.15	25.75	26.36	26.97	27.57	28.13
C41	21.35	22.01	22.66	23.33	23.98	24.65	25.30	25.97	26.62	27.29	27.94	28.61	29.27	29.93	30.52

**Temporary wage schedule - FY2018**

Grade	31	32	33	34	35
A11	10.00	10.00	10.00	10.00	10.00
A12	10.00	10.11			

## Appendix D

### Dining Services

The University of Maine ("University") and Teamsters local #340 ("Teamsters"), (jointly, "the parties") agree to bid Dining shifts and allow employees to select shifts twice a year (academic year and summer schedules) based on seniority. This will apply only to employees of University of Maine Dining Services. This agreement is a result of a March 31, 2014, focus group between the University and Teamsters to discuss how Dining shifts are assigned. The parties agreed to the following:

- The University Dining Services will identify academic year and summer dining needs and create two separate schedules accordingly. The University will circulate the schedule with anticipated shifts, for employees to review. Academic year schedules will be put out to bid in March or April. Summer schedules will be put out to bid in late April or early May. Employees will have the option to select their desired shift based on seniority. During the pendency of the summer and academic year shifts may vary from year to year depending upon business and operational needs.
- The parties agree schedules might need to be adjusted based on business needs during the summer and/or academic year. The summer schedule is anticipated to be more variable as discussed during the March 31, 2014, focus group, given the variable and sometimes unexpected business and operational needs present during summer months. In the event a schedule change is needed the University will follow Article 18.6b of the Teamsters-UMS contract.
- Appendix D will take effect in May 2014 using the above methodology with monitoring of the impact on employees and the University. The parties agree to meet and discuss the functioning and impact on or about every August to discuss the previous summer and on or about every January to discuss the first half of the academic year. The parties agree to ongoing communication in good faith and may reconvene the focus group or a sub-group at the request of either party.
- The parties agree to meet and discuss application of the foregoing provisions at either parties' request or before a grievance is filed as it relates to Appendix D.
- The foregoing provisions do not create a practice or precedent for purposes of interpreting and applying the Teamsters-UMS contract.