

GRIEVANCE SETTLED INFORMALLY FORM

Grievance Number: _____ (If you do not have a grievance number the hall will fill in)

Grievant's Name: _____

Grievant in Attendance: _____

Date Grievance Settled Informally: _____

Date of the Informal Meeting: _____

DEPARTMENT: _____

In Attendance:

1st Level Supervisor _____

2nd Level Supervisor _____

UNION REPRESENTATIVE: _____

RESULTS OF THE MEETING, (YOU MUST ELABORATE):

Signature of Officer, VP, or Job Steward)

*******3G30 FORM MUST BE ATTACHED AS WELL AS ALL NOTES PERTAINING TO THIS GRIEVANCE.*******