

**Grievance Investigation Report
Initial Interview**

Grievant(s): _____ Date: _____

Steward: _____

Contract Article(s) Violated (Be specific - have Grievant tell you which article(s).): _____

Date of Occurrence or Date Grievant Had Knowledge: _____

Deadline to File Grievance (15 working days from above date):

Situation (use additional paper if necessary): _____

Witness(es): _____

Has Grievant Discussed this Complaint with Management? Yes No
Who? _____ When? _____

Have other Stewards/Officers Been Contacted? Yes No
Who? _____ When? _____

What Does the Grievant Want to Happen? Be Specific!! _____

Signature of Grievant

Signature of Steward/Officer

** Distribution = Grievant(s), Grievance Chairperson, Uniserv, Steward
** Attached Copies of All Documents Concerning the Grievance