



IBEW 213 GRIEVANCE FORM

Grievor(s): _____

Grievor's Telephone No. _____

Submitted to: _____

Job Title: _____

Department: _____

Employer: _____

Step/Stage: _____

Date Grievance Originally Submitted: _____

Steward: _____

Violation: I/we grieve that the Employer has contravened its just cause requirement

and/or _____

_____ and any other applicable collective agreement provisions

by _____

Remedy Requested: _____

Steward's or Grievor's Signature

Date

Telephone No.

SAMPLE GRIEVANCE LANGUAGE

A grievance should be written in a short, simple and specific way. It should highlight who is involved, the complaint, and a request for full redress. It is not necessary to describe all the details. It is in the meetings with employer representatives that you present your evidence, and arguments. That is what grievance meetings are for.

The request for full a remedy is easily captured by the phrase "I request to be made whole." This enables the steward to obtain a complete remedy for the grievor without being specific and running the risk of leaving something out.

The following is sample grievance language:

FOR CONTRACTUAL GRIEVANCES:

I/we grieve that the Employer has contravened [clause number(s)] by [short description of event (e.g., "failing to pay overtime on April 8, 1983.")].

FOR VIOLATIONS OF THE LAW:

I/we grieve that the Employer has contravened [name and section of applicable legislation or regulation] by [short description of event (e.g., "by failing to pay the grievor severance pay" or "by discriminating against her on prohibited grounds")].

FOR VIOLATIONS OF PAST PRACTICE:

I/we grieve that the Employer has contravened its past practice of [short description of practice (e.g., "providing coffee breaks.") by [short description of event (e.g., "ceasing to provide coffee breaks.")] and submit the Employer is estopped from altering its practice.

FOR VIOLATIONS OF EMPLOYEE RIGHTS (E.G. UNJUST PENALTY OR DISCIPLINE)

Tick the just cause requirement box (i.e., " just cause requirement") and/or grieve under the specific contract clause in which the employer agrees to act in a fair and reasonable manner and/or not to discipline or discharge employees except for just and reasonable cause and then provide a short description of the event (e.g., "by discharging John Doe on April 8, 1983" or "by suspending John Doe on April 8, 1983).