

OPSEU



**STEWARDS CHECKLIST
DISCIPLINE/DISMISSAL GRIEVANCES**

GRIEVOR NAME: _____ **STEWARDS NAME:** _____

Please Identify the nature of the grievance:

- Verbal warning
- Written warning
- Suspension – how long?
- Dismissal
- Grievor wishes to rescind resignation
- Non-renewal of contract (OPS unclassified/Go-temp)

Have you included:

- Letter(s) of discipline or dismissal
- All replies from the employer
- Seniority date
- Details of any prior record of discipline
- Details about alleged misconduct including if criminal charges are being considered or laid.
- Phone numbers of relevant contacts or witnesses etc.

Employer's stated position:

Union's stated position:

Any settlement proposed? By whom?