

NOTICE TO IMMEDIATE SUPERVISOR  
LOCAL 614 IBEW - GENERATION  
EMPLOYEE FACT SHEET

Date Complaint  
Submitted: \_\_\_\_\_

Step #: 1

Date Discussed: \_\_\_\_\_

Department#/Shift: \_\_\_\_\_

Employee's Name: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

Submitted to: \_\_\_\_\_

Steward: \_\_\_\_\_

Supervisor's Phone: \_\_\_\_\_

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Nature of the Complaint: \_\_\_\_\_

Complaint:

Employee's/Union Recommended Remedy: (Be Specific)

Management Response: (Answer to complaint & proposed remedy)

Answer prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

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Employee/Union Representative signature: \_\_\_\_\_

Submit original to Supervisor and copy to Labor Relations c/o Mark Gridley

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS (AFL - CIO)  
Local Union 614 IBEW - GENERATION

Case #: \_\_\_\_\_ Date: \_\_\_\_\_

Steward Having Jurisdiction: \_\_\_\_\_

Under Article: \_\_\_\_\_ Step #: \_\_\_\_\_

Section: \_\_\_\_\_ (or any other part of the contract as it may apply)

**FACTS IN CASE** (To be filled out by Employee or Union)

Name of Employee(s): \_\_\_\_\_

Location: \_\_\_\_\_ Department: \_\_\_\_\_

4. Date Case Occurred: \_\_\_\_\_ Type of Grievance: \_\_\_\_\_

Date answered at local level: \_\_\_\_\_

Discussion at local level between: \_\_\_\_\_

Answer at local level was given by: \_\_\_\_\_

Description of Case:

Employee's Signature: \_\_\_\_\_

Union Representative's Signature: \_\_\_\_\_

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**DISPOSTION OF CASE** (to be filled out by Company)

Date form received: \_\_\_\_\_ Date discussed by Company and Union: \_\_\_\_\_

The Company's Position:

Date answer given to Union: \_\_\_\_\_

Company Representative's Signature: \_\_\_\_\_

Title: \_\_\_\_\_