

**CWA LOCAL 1000 GRIEVANCE FORM**  
**1457 RARITAN RD, SUITE 204, CLARK NJ 07066**

(PLEASE USE INK ONLY)

Local Grievance Log # \_\_\_\_\_ Computer # \_\_\_\_\_ Category # \_\_\_\_\_

Name of Grievant (s) \_\_\_\_\_ F/T \_\_\_\_\_ P/T \_\_\_\_\_

Mailing Address \_\_\_\_\_

NCS \_\_\_\_\_ Rate of Pay \_\_\_\_\_ Home/CBR Tel. No. \_\_\_\_\_

Date incident first/last occurred \_\_\_\_\_ Company \_\_\_\_\_

Steward \_\_\_\_\_ Chief Steward \_\_\_\_\_

VP Area \_\_\_\_\_ Office \_\_\_\_\_ Department \_\_\_\_\_

Line of Business /Director \_\_\_\_\_

Describe What Happened, When, How, Where, Why, Witness to action \_\_\_\_\_

Violation of contract, City, State, or Federal Law \_\_\_\_\_

What company policy or practice applies \_\_\_\_\_

What settlement is expected \_\_\_\_\_

Date, Name, and Title of management person notified \_\_\_\_\_

Discussion prior to formal grievance YES \_\_\_\_\_ NO \_\_\_\_\_ (Attach Notes)

Date of First Level meeting\* \_\_\_\_\_

Union Reps \_\_\_\_\_ Company Reps \_\_\_\_\_

Date Answer from First Level\* (attach Notes) \_\_\_\_\_

Company Position \_\_\_\_\_

\_\_\_\_\_ Closed - YES \_\_\_\_\_ NO \_\_\_\_\_

Date referred / Chief Steward \_\_\_\_\_ Mailed Notes \_\_\_\_\_

Date Appealed to Second Level \_\_\_\_\_ Date of Second Level Meeting \_\_\_\_\_

Union Reps \_\_\_\_\_ Company Reps \_\_\_\_\_

Date Answered from Second Level \* (Attach Notes) \_\_\_\_\_

Company Position \_\_\_\_\_

\_\_\_\_\_ Closed - YES \_\_\_\_\_ NO \_\_\_\_\_

Date Appealed to Third Level \_\_\_\_\_ Date of Third Level Meeting \_\_\_\_\_

Union Reps \_\_\_\_\_ Company Reps \_\_\_\_\_

Date Answered from Third Level \* (Attach Notes) \_\_\_\_\_

Company Position \_\_\_\_\_

\_\_\_\_\_ Closed - YES \_\_\_\_\_ NO \_\_\_\_\_

Date Appealed Mediation/Arbitration \_\_\_\_\_ Date of Mediation/Arbitration \_\_\_\_\_

Union Reps \_\_\_\_\_ Company Reps \_\_\_\_\_

Date Answered from Mediation/ Arbitration \* (Attach Notes) \_\_\_\_\_

Final Disposition \_\_\_\_\_

WITHDRAWN \_\_\_\_\_ WON \_\_\_\_\_ LOST \_\_\_\_\_ SETTLED \_\_\_\_\_

\* Attach extension of time if applicable