

WRITING AN EFFECTIVE GRIEVANCE

Key Phrases Reference Chart

PHRASES TO USE IN THE PROTEST STATEMENT	
On or around...	<i>The union protests management's actions on or around May 28, 20xx.</i>
...and all others affected	<i>The union protests management's denial of personal time to Kenton Jordan, and all others affected.</i>
Jeopardizing health and safety	<i>The union protests against management jeopardizing the health and safety of the members by failing to repair the water leaks in the restroom.</i>
Denied rights regarding...	<i>The union protests management denying of Steve Pilman his rights regarding job bidding by seniority.</i>
Disparate treatment	<i>The union protests against the disparate treatment of the members in Department 9643.</i>
Unjust discipline/termination	<i>The union protests the unjust discipline of Andrea Kowalski.</i>
PHRASES TO USE IN THE CHARGE STATEMENT	
Article & Section... and all other relevant language, laws, practices, or policies that may apply.	<i>The company violated the Attendance clause of the collective bargaining agreement, Article 3, Section 4, and all other relevant language, laws, practices, or policies that may apply.</i>
Violation of contractual rights	<i>We charge management with violating Javier Hamilton's, and all others' affected, contractual rights for shift preference as specified in Article 7, Section 2 of the collective bargaining agreement, and all other relevant language that applies.</i>
Unilateral change & a violation of past practice	<i>The union charges management with unilaterally changing established past practices by discontinuing the use of personal radios in the work area and clean-up time prior to the end of the shift.</i>
PHRASES TO USE IN THE DEMAND STATEMENT	
Make whole	<i>The union demands that Brittney Kent be paid five days of lost wages, and be made whole in every way.</i>
With all rights and benefits	<i>We demand that Denny Frey be immediately reinstated to his position as lead press operator, with all rights and benefits.</i>
Cease and desist	<i>The union demands management immediately cease and desist from engaging in discriminating practices while scheduling overtime and shall comply fully with the overtime procedures as set forth in the contract.</i>

