Sample Grievance Wording

LANGUAGE FOR A STATEMENT OF DUTIES GRIEVANCE

Details of Grievance:

I grieve the employer's failure to provide me with a complete and current statement of duties and responsibilities of my position. This violates my collective agreement.

Corrective Action:

That I be provided with a complete and current statement of the duties and responsibilities, including point rating by factor of my position effective from ***** date.

LANGUAGE FOR A CLASSIFICATION GRIEVANCE

Details of Grievance:

My position is incorrectly classified at present.

Corrective Action:

That my position be reclassified to a higher classification level effective X date.

LANGUAGE FOR ACTING PAY GRIEVANCE

Details of Grievance:

I grieve that the employer is not paying me appropriately for the duties I am performing. I am asked to perform the duties of a higher position. As a result, the employer is not following the provision of my collective agreement.

Corrective Action:

That I be paid in accordance with my collective agreement for the performance of the duties mentioned above, retroactive to the date on which performance of these duties began (specify date - or, if the acting was for a specified period indicate from and to dates).

LANGUAGE FOR DISCIPLINARY GRIEVANCE

Details of Grievance:

I grieve the employer's decision to impose *****

Corrective Action:

I want the decision rescinded. I want all money owed to be reimbursed. I want to be made whole. I want all documentation in relation to this action to be stricken from my file.

LANGUAGE FOR TERMINATION / DEMOTION GRIEVANCE

Details of Grievance:

I grieve the employer's decision to terminate / demote me.

Corrective Action:

I want to be reinstated to my former group and classification level. I want all money and benefits owed to be reimbursed. I want to be made whole. I want all documentation in relation to this action to be stricken from my file.

LANGUAGE FOR REJECTION ON PROBATION GRIEVANCE

Details of Grievance:

I grieve the employer's decision to terminate me.

Corrective Action:

I want to be reinstated to my former group and classification level. I want all money owed to be reimbursed. I want to be made whole. I want all documentation in relation to this action to be stricken from my file.

Grievances on rejection on probation have to go through all levels of the grievance procedure unless both parties agree to bypass a level.

LANGUAGE FOR DUTY TO ACCOMMODATE GRIEVANCE

Details of Grievance:

I grieve the employer has discriminated against me and/or has failed to accommodate me to the point of undue hardship which contravenes Article (note relevant Article for your collective agreement) – No Discrimination of my collective agreement and the Canadian Human Rights Act as well as the Employer Policy on the Duty to Accommodate.

I rely on this and all other relevant provisions of my collective agreement, applicable employer policies and directives as well as applicable legislation and regulations.

Corrective Action:

I request:

1. that the employer cease discriminating against me on the basis of (identify human rights ground or grounds);
2. that the employer fulfill its duty to accommodate by accommodating my medical restrictions (or identify type of restrictions; could be as a result of family or religious status);
3. any and all salaries, monies, leave and benefits lost as a result of the employer's decision be reimbursed to me retroactive to the date the action occurred with interest;
4. damages and interest (**absolutely** required);
5. any and all other remedies deemed just in the circumstances; and
6. to be made whole.