



Canadian Media Guild
La Guilde canadienne des médias
TNG Canada / CWA

Dispute Resolution and Grievance Procedure



Summary and Status Form

A. THE GRIEVANCE (attach copy of grievance)

B. FACTS

1. Date, time and place of incident or circumstances giving rise to the complaint:

2. Description of incident / circumstances:

(The description should include names of persons directly involved and identify witnesses, where applicable. If there is a relevant document that will assist in the description of the incident / circumstances, that document should be attached).

C. DETAILS / RESULT OF LOCAL LEVEL PROCESS

Date of local grievance meeting: _____. Brief description of discussion / result:

Union's Position:

Management's Position:

Details of settlement options considered (including party's response to any settlement offer(s)):

Result of local grievance process:

(a) Grievance withdrawn or settled:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	(b) Grievance referred to informal dispute resolution:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	(c) Grievance referred to national level:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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(d) Other (explain):

Signed at: (location)

Date:

For the Union:

For Management: