



EMPLOYEE RELATIONS OFFICE

TEACHERS UNIT GRIEVANCE FORM

STEP 3

REQUEST FOR MEDIATION. This section must be completed by the grievant. A copy of completed Step 1 and Step 2 Grievance Forms must be attached.

I hereby request mediation of the grievance outlined on the attachments. I designate as my representative the following person (optional): _____

Reason for appeal:

Amended remedy sought, if different from previous steps:

Date: _____

Signature: _____

Upon completion of this section, grievant shall present original and all attachments to the Employee Relations Office. A copy may be retained by grievant.

OUTCOME OF MEDIATION PROCESS. Resolution of Grievance (check one):

Satisfactory (Statement attached)

Unsatisfactory

Name of Mediator _____ Date(s) of Mediation _____

Grievant/Representative _____

District Representative _____

Date _____

Signature _____

Upon completion of this section, the Employee Relations Office shall make the following distribution:
Original and attachments to Grievant
One copy to Step 1 respondent
One copy to Step 2 respondent
One copy in grievance file
One copy to TALB