

*Communications Workers
of America, AFL-CIO*



LOCAL 1400
155 WEST ROAD
PORTSMOUTH, NEW HAMPSHIRE 03801
PHONE (603) 436-4388 FAX (603) 436-2962
Email: clocal1400@aol.com Website: www.cwalocal1400.org

GRIEVANCE/DISCUSSION NOTIFICATION

DATE: _____

MANAGEMENT PERSON NOTIFIED: _____

THIS IS TO INFORM YOU THAT THE FOLLOWING UNION OFFICIALS:

ARE HEREBY REQUESTING, AT YOUR EARLIEST CONVENIENCE:

(A) _____ A MEETING TO HEAR GRIEVANCE(S) _____

(B) _____ A DISCUSSION MEETING

THE SUBJECTS WE WILL BE DISCUSSING ARE: _____

THE CONTRACT PROVISIONS INVOLVED ARE: _____

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AUTHORIZATION TO OBTAIN PERSONNEL RECORDS

I DO HEREBY GRANT PERMISSION FOR THE UNION TO EXAMINE, REVIEW AND OBTAIN COPIES, WHERE THEY ARE NECESSARY, OF ANY KIND AND ALL OF MY PERSONNEL RECORDS THAT ARE MAINTAINED BY THE COMPANY WHICH ARE NECESSARY TO PROCESS GRIEVANCES OR INQUIRIES ON MY BEHALF.

I UNDERSTAND ALL INFORMATION AND DISCUSSIONS OF A PERSONAL NATURE PERTAINING TO THESE RECORDS OR COPIES OF SAME WILL BE HELD IN STRICT CONFIDENCE UNLESS OTHERWISE STATED BY ME.

NAME OF GRIEVANT _____ OFFICE _____

SIGNATURE OF GRIEVANT _____ DATE ____/____/____

MANAGER SIGNATURE _____

DATE RECORDS GIVEN TO UNION ____/____/____

REQUESTED BY (NAME OF UNION OFFICIAL) _____

DATE REQUESTED ____/____/____

Please send to:

Keri Evinson-Ciminera:

KeriEvinson1400@yahoo.com

-or-

c/o CWA Local 1400

155 West Road

Portsmouth, NH 03801

