

Dear :

Please find attached a grievance on behalf of _____

_____ for your consideration at Step 1 of the grievance procedure.

It is our hope that, upon review of the matter, you will find in favour of the grievor;

however, failing a positive response, all further information is to be directed to

_____ at the NSGEU Office, 255 John Savage Ave.

I can be reached at _____ to discuss this matter further.

I thank you in advance for your attention to this matter.

Yours truly,

(Steward)

c.c. _____ Grievor

_____ Steward

_____ Chief Steward

_____ Employee Relations Officer

Form G1