

# UNION FACT SHEET

## APPENDIX 1

### Discharge/Dismissal and Suspensions

What is the employee's past record of discipline? Be precise, noting any warnings, reprimands or previous penalties, including dates and reasons given:

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What is the employee's personal relationship to their immediate supervisor or other managers involved? Is there a personal conflict between them?

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Are there extraordinary circumstances involved? i. e. Does the employee have an alcohol, drug, or gambling addiction?

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Has the employer addressed the area of concern with the employee prior to the dismissal or suspension? If so, how?

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Are there other employees doing the same thing without being disciplined? If so, who and how many?

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Does the disciplinary action taken seem to fit the “crime”? Is there Just Cause for the employer to act on?

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FORM # UFSA1/00