



# FRATERNAL ORDER OF POLICE GRIEVANCE

PLEASE PRINT OR TYPE

NAME OF GRIEVANT		EMPLOYEE NO.	
NAME OF FOP REPRESENTATIVE			
REPRESENTATIVE'S PHONE	GRIEVANT'S WORK PHONE	GRIEVANT'S CLASSIFICATION	
ARTICLE(S) AND SECTION(S) NUMBER(S) OF CONTRACT VIOLATION			
STATEMENT OF GRIEVANCE (GIVE TIMES, DATES, WHO, WHAT, WHEN, WHERE, WHY, HOW) BE SPECIFIC. (CONTINUE ON SEPARATE PAGE IF NECESSARY)			
REMEDY REQUESTED <b>To reinstate Officer as if he/she were never terminated/suspended and such other and further relief necessary to make Officer whole.</b>			
REPRESENTATIVE'S SIGNATURE		DATE	
GRIEVANT'S SIGNATURE		DATE	

THE ORIGINAL OF THIS FORM MUST BE SUBMITTED AT EVERY STEP. ONCE A DECISION HAS BEEN MADE, THE ORIGINAL MUST BE RETURNED TO THE FOP REPRESENTATIVE ALONG WITH ANY WRITTEN RESPONSE TO THE GRIEVANCE. IF THERE IS NO RESPONSE OR IF THE ORIGINAL IS NOT RETURNED TO THE FOP TIMELY, THE FOP MAY ADVANCE A COPY OF THIS FORM TO THE NEXT STEP.

<b>INFORMAL STEP</b>			
<b>DISCUSSION WITH IMMEDIATE SUPERVISOR</b>			
IDENTIFY MANAGEMENT OFFICIAL RECEIVING GRIEVANCE (NAME & RANK)			
DATE DELIVERED	SIGNATURE OF MANAGEMENT OFFICIAL	DATE OF MEETING	DATE OF MANAGEMENT REPLY (SEE ATTACHED)
REQUESTED REMEDY GRANTED? (YES/NO)		GRIEVANCE RESOLVED (YES/NO)	

<b>FORMAL STEP ONE</b>			
<b>SHIFT COMMANDER</b>			
IDENTIFY MANAGEMENT OFFICIAL RECEIVING GRIEVANCE (NAME & RANK)			
DATE DELIVERED	SIGNATURE OF MANAGEMENT OFFICIAL	DATE OF MEETING	DATE OF MANAGEMENT REPLY (SEE ATTACHED)
REQUESTED REMEDY GRANTED? (YES/NO)		GRIEVANCE RESOLVED (YES/NO)	

<b>FORMAL STEP TWO</b>	
<b>CHIEF OF POLICE</b>	
DATE DELIVERED	CHIEF'S SIGNATURE
DATE OF MEETING	DATE OF RESPONSE (SEE RESPONSE ATTACHED)
REQUESTED REMEDY GRANTED? (YES/NO)	GRIEVANCE RESOLVED (YES/NO)

<b>FORMAL STEP THREE</b>	
<b>NOTICE OF INTENT TO ARBITRATE</b>	
IDENTIFY MANAGEMENT OFFICIAL SERVED WITH NOTICE (NAME & RANK)	
DATE DELIVERED	SIGNATURE OF MANAGEMENT OFFICIAL

**Grievance Tracking**

	from date	to date
1 <sup>st</sup> Step	/ /	/ /
2 <sup>nd</sup> Step	/ /	/ /
3 <sup>rd</sup> Step	/ /	/ /
Arbitration	/ /	/ /

DISPOSITION DATE		
FINAL DISPOSITION OF GRIEVANCE		
NOTIFICATION DATE	GRIEVANT NOTIFIED BY	METHOD OF NOTIFICATION