

# California State University Employee Union Initial Grievant Interview Data

Campus/Chapter Number \_\_\_\_\_ Date \_\_\_\_\_

Employee Name \_\_\_\_\_ Bargaining Unit \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Department \_\_\_\_\_ Date of Hire \_\_\_\_\_

Classification and Job Title \_\_\_\_\_

Time in Classification \_\_\_\_\_ Previous Classifications \_\_\_\_\_

Work Days \_\_\_\_\_ Work Hours: From \_\_\_\_\_ To \_\_\_\_\_

Lunch \_\_\_\_\_ Breaks \_\_\_\_\_

Immediate Supervisor \_\_\_\_\_ Work Phone \_\_\_\_\_

Steward \_\_\_\_\_ Phone \_\_\_\_\_

What happened and when? \_\_\_\_\_

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Where did it happen? \_\_\_\_\_

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Were there witnesses? Who? \_\_\_\_\_  
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\_\_\_\_\_

What was the cause? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is there a grievance or other wrong? (What is management Violating? Contract provisions, its own policies, unfair treatment. Past practice, unilateral actions, state and federal laws, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What actions must the employer take to correct the problem? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional comments. (Use additional sheets if necessary.)  
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