



IAM Informal Discussion Form

Internal Union use only, **NOT** to be given to the company.

Grievant: _____

Employee #: _____

Classification: _____

Station: _____

Union Representative: _____

Violation Date: _____

Manager/Supervisor: _____

Informal Discussion Date: _____

Description of Violation

Proposed Remedy

List of Evidence

“I authorize the IAM, as my representative, to act on my behalf in the disposition of this grievance.”

Grievant Signature: _____ Date: _____

Date of companies' response: _____

Matter Resolved? Yes No

Grievance Filed? Yes No

Informal Discussion: An aggrieved employee and/or his/her Shop Steward will discuss his/her grievance informally and orally with the employee's immediate supervisor/manager soon after the occurrence giving rise to the grievance as is practical and reasonable.