

Formal Report of Complaint/Grievance

What has been done so far to resolve this complaint/grievance/action?

- I met with my supervisor on _____ (date) Outcome: _____
- I met with my supervisor's boss on _____ (date) Outcome: _____
- I met with my Elected/Appointed Official on _____ (date) Outcome: _____
- I participated in a mediation on _____ (date) Outcome: _____
- Other. Please explain.

Did you have a pre-deprivation hearing? Yes No If yes, when? _____ (date)

Are you requesting a grievance hearing, if applicable? Yes No

Employee Signature: _____ Date: _____

HRMD Use Only:	Received by:
	Date: