

2001-2003 Board of Regents/United Faculty of Florida Collective Bargaining Agreement

STATE UNIVERSITY SYSTEM OF FLORIDA

Florida Board of Education/United Faculty of Florida

APPENDIX D

REQUEST FOR REVIEW OF STEP 1 DECISION

GRIEVANT STEP 1 GRIEVANCE REPRESENTATIVE

NAME: NAME: _____

UNIVERSITY: MAILING ADDRESS: _____

COLLEGE: _____

DEPT _____

OFFICE PHONE: OFFICE PHONE: _____

DATE OF STEP 1 DECISION: _____

Article(s) and Sections(s) of Agreement allegedly violated (as specified at Step 1): _____

I hereby request that the Chancellor or representative review the attached

decision made in connection with the attached grievance because:

Remedy Sought (if initial filing is at Step 2): _____

Grievant's representative received the decision on _____

Grievant filed this request for review with the Chancellor's Office on _____, by (check one): mail (certified or registered,

restricted

delivery,

return receipt requested) _____; personal delivery _____; other (specify) _____

DATE OF RECEIPT BY CHANCELLOR'S OFFICE: _____

Signature of Grievant _____

I am represented in this grievance by (check one - representative should sign on appropriate line):

_____ UFF _____

_____ Legal Counsel _____

_____ Myself _____

(See page 2 for additional requirements)

A copy of the following documents must be attached to this Request at the time of its filing with the Chancellor or representative:

1. Appendix C - Original grievance form filed with the University.
2. Step 1 Decision, if issued by University.
3. All attachments to Step 1 Decision, as required in Section 20.8, Grievance Procedure.

This request should be sent to:

OFFICE OF HUMAN RESOURCES

FLORIDA BOARD OF EDUCATION, STATE UNIVERSITY SYSTEM OF FLORIDA

325 W. Gaines St., Rm. 1502

Tallahassee, Florida 32399-1950

The Step 2 decision shall be transmitted to Grievant's Step 2 Representative (if Grievant is represented by UFF, the decision will be sent to the UFF State Office) by personal delivery with written documentation of receipt or by certified mail, return receipt requested. Copies of this decision shall be sent to Grievant and the President's Representative for Contract Administration, and to the UFF if grievant elected self-representation or representation by legal counsel.