



BE TIMELY!

The Employee or the Union has to initiate
a grievance within **14 DAYS**

The Supervisor must render a decision
within **5 DAYS**

After the receipt of the Step 1 decision,
the Union shall appeal an adverse
decision to Step 2 within **10 DAYS**

A Step 2 hearing must be held within... **7 DAYS**

After the hearing, a Step 2 decision is
due within..... **10 DAYS**

The Union may appeal an adverse
Step 2 decision to Step 3 within..... **15 DAYS**