

United Teachers of Pasadena
Grievance Procedure—Formal Level One (1)

Grievance Case No. _____

Grievance submitted by UTP on behalf of: _____

Job Title of UTP Member: _____ Work Location: _____

Name of Immediate Supervisor: _____

Date of Informal Level meeting: _____

Result(s) of Informal Level meeting: _____

Specific provision(s) of the contract alleged to have been violated (Article and Section numbers): The
violations include but are not limited to

Date(s) & time(s) of alleged violation(s): _____

Statement of Grievance: _____

Specific Remedy Sought: _____

Submitted to: _____ Date: _____
(Name of Immediate Supervisor)

Signature of UTP Member Date

Signature of UTP Contract Management Chair Date

Copy to:	<input type="checkbox"/> UTP Member	<input type="checkbox"/> Site Rep	<input type="checkbox"/> UTP President	<input type="checkbox"/> CTA Staff
	<input type="checkbox"/> District Grievance Officer	<input type="checkbox"/> Other		