SEFPO

APPENDIX "D"

CHART SETTING OUT STAGES/TIMEFRAMES

INCIDENT

↓ 30 days

STAGE 1 COMPLAINT MEETING/DISCUSSION

↓ 7 days

SUPERVISOR TO SETTLE

↓ 10 days

FILE WRITTEN GRIEVANCE
(through local President or Steward)
(to Senior Human Resources Representative)

↓ 15 days

STAGE 2 SENIOR H.R. REP HOLDS MEETING

↓ 7 days

SENIOR H.R. REP RESPONSE

↓ 15 days

REFERRAL TO ARBITRATION
(through Central/Head Office)

↓ 6 months from date of referral

MEDIATION/ARBITRATION