

Disciplinary Action form

Excerpt from contract between I.B.E.W.
Local Union 84 and Georgia Power Company
Covering employees of Georgia Power Company

Article XII Right of Appeal

63. Any employee who is suspended, demoted or discharged who wishes to appeal such disciplinary action must make a written request of appeal to Management within 20 days of such action. If the employee does not make a written request, the right to grieve such action shall be forfeited. The grievance will be taken up by the officers or committees of the Union with the duly accredited officers of the company or their designees. If Management and Union agree that an employee was suspended, demoted, or discharged without sufficient and reasonable cause, the employee shall be reinstated to the employee's former position and paid the regular wages and benefits to which the employee would have been entitled had the employee not been suspended, demoted, or discharged.

When an employee is talked to by supervision in regard to some form of disciplinary action, the employee shall have the right to request Union representation. Nothing herein shall abridge the right of Management to relieve or discharge employees from duty because of lack of work.

All personnel records kept by Management on an employee which may affect the conditions of such employee's employment shall be subject to the employee's inspection at reasonable intervals.

In the event a report of commendation, warning, or reprimand is placed in the personnel file of an employee, a copy of the report will be furnished to such employee at the time it is placed in the employee's file.

Under the provisions of Paragraph 63 of the Agreement, I request a meeting to discuss the actions taken against me on: _____.
(Date)

Print Name: _____

Signature: _____
(Supervisor)

Date: _____

Print Name: _____

Signature: _____
(Employee)

Date: _____