



Transport Workers Union Local 576

PO Box 2916 Grapevine TX 76099

Name of Employee: _____ Employee No: _____
Full Address: _____
Company Email: _____ Phone: _____
Personal Email: _____ Station: _____
TWU Local Email: _____ Classification: _____
This is in violation of the TWU contract, including Articles: _____

If you (an employee) believes that you have been unjustly dealt with or that any provisions of the collective bargaining agreement (CBA) have not been properly applied or interpreted, or against whom the Company has proffered charges in writing, may present their grievance, within seven (7) days via email to envoy.twu.grievance@aa.com and twu576grievance@twu.org email address per the CBA Article 21.A. Step 1.

EMPLOYEE'S STATEMENT OF GRIEVANCE

I seek to be made whole in every way including but not limited to (remedy sought):

I authorize the Transport Workers Union of America as my representative to act for me in the disposition of this grievance. By typing my name into any signature block below, I acknowledge that this is my electronic signature for purposes of this grievance.

Signature of Employee: _____ Date: _____

The designated Manager will render a decision as soon as possible, but no later than seven (7) days following receipt of said grievance. The decision will be sent to twu576grievance@twu.org, the employee's personal and company email address as designated on this grievance form and to envoy.twu.grievance@aa.com.



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Decision of Designated Manager:

Designated Manager Signature: _____

Date: _____

If your grievance decision is not satisfactory or is not received within seven (7) days, you may appeal the decision within ten (10) days to the Managing Director via email to envoy.twu.grievance@aa.com and twu576grievance@twu.org per the CBA Article 21.A. Step 2.

Case appealed to the Managing Director by, Employee signature: _____

Date: _____

The Managing Director will render a decision as soon as possible, but no later than ten (10) days after the appeal is submitted to him. The appeal decisions will be emailed to twu576grievance@twu.org, the employee's personal and company email address as designated on this grievance form and to envoy.twu.grievance@aa.com.

Decision of Managing Director:

Managing Director Signature: _____

Date: _____

If the appeal decision of the Managing Director is not satisfactory to the employee, the grievance and the decision thereon may be appealed to the Envoy Air Inc. Boards of Adjustment per the CBA Article 21.A. Step 3 provided, said appeal is submitted via email at envoy.twu.grievance@aa.com and twu576grievance@twu.org within twenty (20) days of receipt of the decision rendered by the Managing Director.

Case appealed to the System Boards of Adjustment by, Employee signature: _____

Date: _____

How was this grievance finally disposed: _____

Person recording final disposition: _____

Date: _____