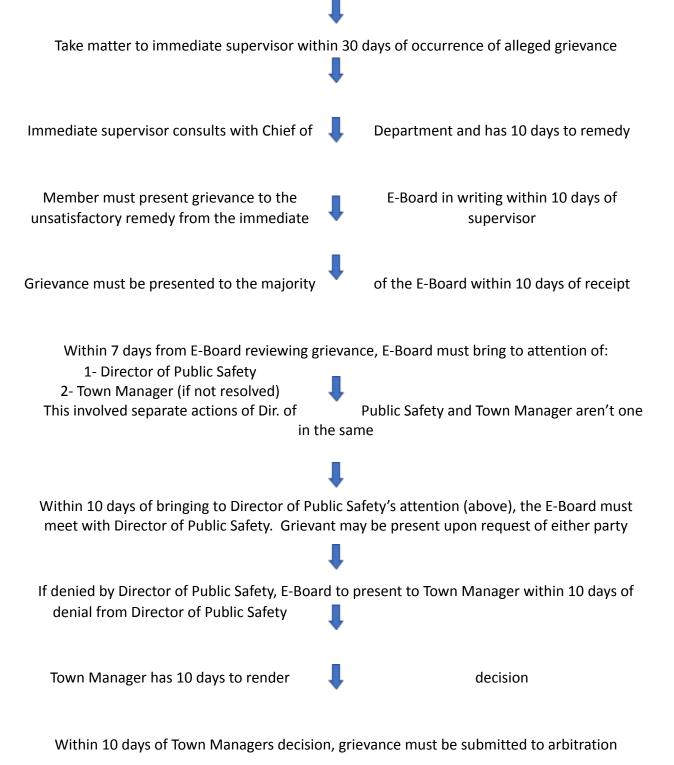
POTENTIAL GRIEVANCE



Parties can decide on mutual arbitrator within the 10 days as stated above OR submit to AAA

<u>Union Business:</u> Local 1651 meetings, RISAFF meetings, RISAFF & IAFF conferences 56 hours per contract year per E-Board member, 104 for President

NKFFA Grievance Checklist

| Date of occurrence |
|---|
| Date immediate supervisor notified by member |
| (must be within 30 days of occurrence) |
| Date supervisor denies claim (supervisor has 10 days from being notified) |
| Date member notified the E-Board in writing |
| (within 10 days from supervisor's denial) |
| Date E-Board majority review/decides (within 10 days of being notified) |
| Date E-Board brought to attention of Director of Public Safety {D.O.P.S} |
| (within 7 days of E-board review/decision, the D.O.P.S. and Town |
| Manager shall be notified, and issue brought to their attention) |
| Date E-Board meets with the D.O.P.S. (within 10 days of bringing to |
| the attention of the D.O.P.S.) |
| Date Director of Public Safety officially denies grievance |
| Date E-Board meets with Town Manager |
| (within 10 days from D.O.P.S decision) |
| Date Town Manager rendered a decision (within 10 days from meeting) |
| Date submitted for arbitration |
| (within 10 days from Town Manager's decision) |