

Grievance Policy

1. Information pertaining to inquiries from members and grievances, other than information that is already publicly available, shall be kept confidential by members of the Board of Directors, including the President and the Chair of the Grievance Committee; Association employees, and members of the Grievance Committee, except to the extent necessary and appropriate in communications with the Employer in order to deal with the issues and grievances.

2. Only the Chair of the Grievance Committee, the President, and staff specifically authorized by the President or the Chair of the Grievance Committee shall have access to the grievance files. If the Chair of the Grievance Committee considers it appropriate in the circumstances of a particular case, the Chair of the Grievance Committee may grant access to a grievance file to a member or members of the Grievance Committee. Where a temporary Chair of the Grievance Committee has been appointed pursuant to the By-laws, the temporary Chair shall have access to those grievances files for which the temporary Chair has been given responsibility in accordance with the By-laws, and may grant access to such files to a member or members of the Grievance Committee.