Record of Dispute Form

STEP 3 - SECOND LEVEL OF ADMINISTRATIVE CHAIN RESPONSE TO DISPUTE

Employee Name _____

Department _____

Second Level Supervisor _____

Date employee met with second level _____

Second level supervisor's response:

Note: You may use a separate sheet of paper if needed. Mark as Staff Dispute Resonse - Second Level Supervisor Attachment.

Second Level Supervisor's Signature _____ Dat _____

Next Step for Appeal _____