



# TRANSPORT WORKERS UNION OF AMERICA • LOCAL 555

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REPRESENTING THE RAMP, OPERATIONS, PROVISIONING, AND FREIGHT AGENTS OF SOUTHWEST AIRLINES

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Ryan Wittmuss

Oscar Camara

Troy LaMont

Mike Martinez

# Grievance Fact Sheet

*This form is to be used by the Station Rep to aid in investigating a grievance. The FACT SHEET outlines the information that will be necessary to develop a strong case. Use additional pages to document all the details.*

**DO NOT TURN THIS FORM INTO MANAGEMENT. THIS INFORMATION IS FOR THE UNION'S USE ONLY**

GRIEVANT \_\_\_\_\_ EMP # \_\_\_\_\_

STATION \_\_\_\_\_ POSITION \_\_\_\_\_ DATE OF INCIDENT \_\_\_\_\_

**What happened?** Also describe incidents which gave rise the grievance.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Who was involved?** Give names and titles (include witnesses) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**When did it occur?** Give day, time, date(s) \_\_\_\_\_

\_\_\_\_\_

**Where did it occur?** Specific locations \_\_\_\_\_

\_\_\_\_\_

**Why is this a grievance?** What is management violating: contract, rules and regulations, unfair treatment, existing policy, past practice, local, state, federal laws, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**What adjustment is required?** What must management do to correct the problem?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Additional comments.** Use separate page if needed. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

GRIEVANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

STEWARDS SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_