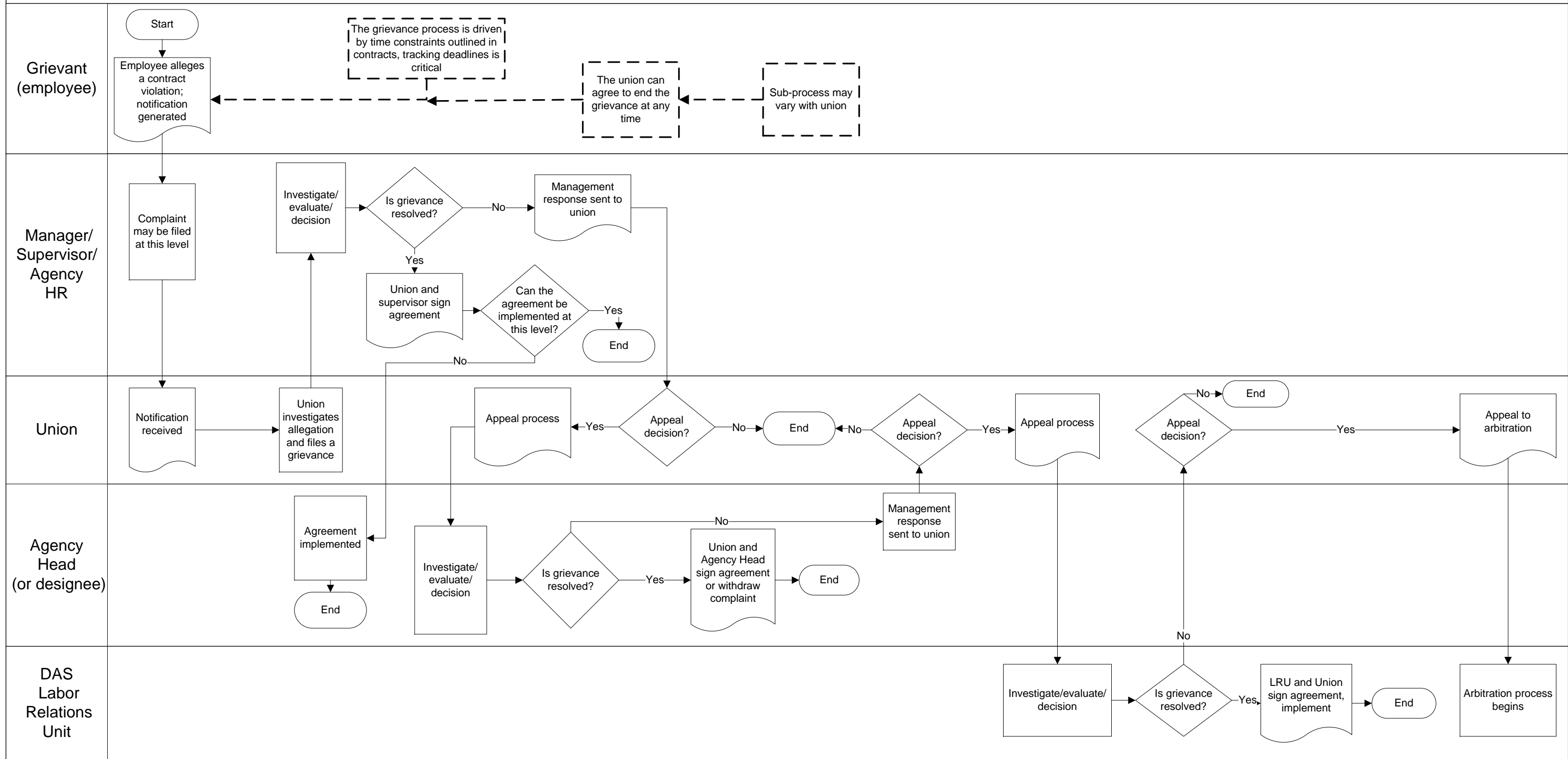


HRSD04.05-A Grievance Appeals – V2.0

DAS HRIS Project As-Is Process Model

Responsible / Process



- Inputs**
- Grievance notification
 - Appeals notification
 - Supporting documentation
 - Collective Bargaining Contract
 - Union specific form(s)
 - Notification of contract violation

- Outputs**
- Written Grievance Response
 - Settlement agreement
 - Various communications to/from union and to/from agency/DAS LRU
 - Appropriate signoffs

- Customers**
- Grievant
 - Union
 - Labor Relations Unit (LRU)
 - Agency HR
 - Manager/Supervisor
 - Agency Head (or designee)

- Systems/Interfaces**
- Grievance Tracking Access Database
 - Excel, Word