

STATE OF OREGON
ERB Mediation Request - Grievance or ULP Form
For Grievances under a Collective Bargaining Agreement
Or Unfair Labor Practice (ULP) Complaints filed under ORS 243.672

Please complete all information requested below. This form may be printed and e-mailed, mailed or faxed to the address below.
 Submit your completed form to:

ERB Conciliation Service

ERB.Filings@ERB.oregon.gov

ERB Conciliation Service, 528 Cottage St NE, Suite 400, Salem OR 97301-3807
 Fax: 503-373-0021

Employer Name and Address:	Labor Organization Name and Address:
Employer Representative Contact Info (Mail/Phone/Email/ Fax):	LO Representative Contact Info (Mail/Phone/Email/Fax):
Billing Contact (Please provide Accounts Payable mailing address):	Billing Contact (Please provide Accounts Payable mailing address):
Description of Grievance or ULP (Name/Topic/ERB Case Number if ULP):	Check One: <input type="checkbox"/> Mediation request is made pursuant to current collective bargaining agreement, Article (Attach) <input type="checkbox"/> The parties jointly request grievance mediation. ¹ <input type="checkbox"/> This case is referred by an ERB Administrative Law Judge (ALJ's Name:) ERB Hearing date (if known):
Preferred meeting dates/times:	
Preferred Meeting Format for Initial Meeting* In-person Virtual Hybrid (some team members appearing in person and others virtually) Describe: No preference *final determination of format will be made by the Conciliation Service	
Submitted by (<i>sign & date</i>):	Acknowledgment by Other Party* (<i>sign & date</i>):
Name Date	Name Date

¹Unless otherwise provided for in your collective bargaining agreement, both the employer and the exclusive bargaining representative (labor organization) must agree to mediation for contract grievances. Evidence of this agreement must be submitted to ERB, either in the form of a request signed by both parties or by separate communications from each party.

Grievance/ULP Mediation Fees

Do not submit any fees with your request.

The cost of grievance or unfair labor practice mediation for a local government employer and the corresponding exclusive representative is \$500 (\$250 per party). Parties will be billed at the time of the mediation.

Mediation services for State agencies and labor organizations representing State employees are provided for through an interagency assessment; there are no separate fees.

If you have any questions, contact the Mediation Coordinator at ERB.Filings@ERB.oregon.gov or call (503) 378-6471.