

Penn State/PSUPOA Step 2 Grievance Form

1. Grievant (Last Name, First Name)*	2. Contact Phone	3. Grievance Number
4. Reason for disagreement with Step 1 response:		
5. Remedy or adjustment sought:		
6. Grievant Name Typed (in lieu of signature)	7. Date Emailed Step 2:	

*If there are multiple grievants, attach a list of names.

Step 2 Response --

8. Date Received Step 2	9. Signature of Chief/Designee	10. Date of Step 2 Meeting
11. Grievance Response: <input type="checkbox"/> Resolved <input type="checkbox"/> Denied		
12. Description of resolution or basis of denial:		
13. Date Emailed Grievance Response:	14. Date Forwarded to PSUPOA	

Note: **Submit grievance form to poagrievance@psu.edu**