

EMPLOYMENT-RELATED GRIEVANCES AND COMPLAINTS

7KH SXUSRVH RI WKLW SROLF\ LV P S R H V W D E P O L V X G D G S H V F H V F R E P S
JULHYDQFH UHJDUGLQJ HPSOR\PHQW VUHLDFW/WHEDL UHFKHSR Q Q GWR\ FZ
JULHYDQFH LQ WKD QFRMUDWHDQGHFW SRM LERZHVW OHYHO

7KLV SROLF\ DSSOLHV WR DOO IXOOWLEP GHFRSOR\HVVWU RF VW K)X U D
GRHV QRW PRGLI\ WKH DW ZLOO VWQDWWU DRW LDYHP EQDWWUIDWGYHHP S

SECTION I: POLICY STATEMENT

7KH -DFNVRQ 3XEOLF 6FKRRO 'LVWUDFVRVLWLRPHLDWGHGRW/SHD
HQYLURQPHQW IRU DOO 'LVWULFW FHP SORHNVV W R FFRUW X U QJ O W K D
GHPRQVWUDWH P X W K D W O R U S H S H F W R Q D O X S W B S W L F H H V H D W B E F O L V K H G
:KLOH HPSOR\HHV BUHHM Q D R X U D W V X G D W S K B R X G K U Q V R W P K H 'LVWU
WKDW RFFDVLRQDOO\ PRUH IRUPDO SWR FHWKHV L P D U I E F W U V H T X Q
FRPSODLQW DQG JULHYDQFH SUR F H T X V W K E D W H S W U R H D G F M Q W U R W K H
WR UHVROYH HPSOR\PHQW UHODWHG LVVXH V

SECTION II: DEFINITIONS E

y k v j c p g o r n q { o g p v - t g n c v g f

k u u w g 0

5 0 \$ 3FRPSODLQDQW' LV DQ\ IXOO WLP HPSOR\HH ILOLQJ D FR
7Âñ"@D7 @DJ\$DHPXOO WLP HPSOR\HH' D Q G D Q R S N H L Q J R W K H P S O X

KRXUV GHVLJQDWHG DV IXOO WLP IRU WKDW SRVLWLRQ

\$ 3JULHYDQFH' LV D ZULWWHQ FODLERD D W Q R Q P S Q B \ R H R Q R
DSSOLFDWLRQ RI D ZULWWHQ 'LVWU L F W H S R D O L F W D W D H Q G D Z G L

7KH 3UHYLHZLQJ FRP R Q G W Y H G X D O H H W B M S R Q V L E G H H R V L B Q D V
RI WKHVH FRPSODLQW SURFHGXUHV

5HWDOLDWLRQ LVW D Q H Q G D M U V H H M F W O L R Q R I Q D Q H F R P S R D L Q W R U

SECTION III: EXCLUSIONS

7KLV SROLF\ VKDOO QRW JRYHUQ FSKDILRQDOR ZERQ FMLSHW RDIQHP S O
x ,PSURSHU *RYHUQPHQW D Q D S F W B Y R I O W F I E O S R Z H U : X U R W E F W L R Q
x \$OOHJHG 'LVFULPLQDWLRQ LQ (PSOR\HVV) 3LSD F W L F H R Q V
'LVFULPLQDWLRQ 3ROLF\

- x (PSOR\HH %XOO\LQJ DQG RU +DUDVVP HQW% XCHL%R DRUG (PSO
- x 6H[XDO +DUDVVP HQWF\V*H 1 %RCHJ & DOR @D B DVVP HQW 3
- x 6XVSHQVLRQ 7HUPLQDWLRQ RI &HUWL*P(LHG± (&SOWLHHHG VHHU V
6XVSHQVLRQ 7HURQD W(LR @ 3XVSHQVLRQ GLRPSOR &HHUWLILH
- x 1RQUHQHZDO RU 1RQUHHPSOR\PHQW RIG &HJOLFLH*% (†P&OF
1RQUHQHZDO RU 1RQUHHPSOR\PHQW RI &HUWLILHG (PSOR\HI
- x 'LVPLVVDO RI FODVVLILHG DW ZLWO HPSOR\HHV E\ WKH 6XS
- x 0DWWHUV SUHVFLGHUHQGOEDZVDWG RRU UHHJXODWLRQV
- x 0DWWHUV RYHU ZKLFK WKH ERDUG LVEZLWWQRXW OSLPZMHUW
UHLQVWDWHPHQW RI FODVVLILHG HPSOR\HHV E\ WKH 6XSHU
- x :ULWWHQ RU YHUEDO UHSULPDQGMLZQWKRXW D ORVV RI SD\

SECTION IV: RETALIATION

\$Q\ DFW RI UHWDOLDWLRQ LQFOXGLQJ EXGLVQRUL POLQDLWLHQW VDRJ DK
FRPSODLQLQJ RU ILOLQJ XG\ PDREYDS FKHDEORJ DFRSODKQ E E WZHQVHEY