

ROYAL MAIL GROUP GRIEVANCE PROCEDURE

Individual Grievance Appeal Form (for use at Stage 3)

- **Please explain in full the reasons why you wish to appeal against the decision made at Stage 2 of the Grievance Procedure** (attaching relevant documents or other additional evidence as appropriate to support your appeal).

- **What practical steps would you like to see taken to resolve your grievance?**

- **Are there any additional points that you want to draw to the attention of the manager hearing the appeal?**

- **Do you consider yourself to have any form of disability? Yes / No**

Product No & Title	Version No.	Date issued	Review Date	Owner	Location Stored
Stage 3 Grievance Form	2.0	18 th Nov 2009	18 th Nov 2010	Group IR Director	HR Help

Cont...

YOUR DETAILS	
Full Name:	Pay Number:
Office Address/Work Area:	
Signed:	Date:
You need to send this form to the manager who heard your Stage 2 grievance. They should then send it with the case papers attached to: - ER Operations Team: HR Services, Coton House, Rugby, CV23 OAA	

Product No & Title	Version No.	Date issued	Review Date	Owner	Location Stored
Stage 3 Grievance Form	2.0	18 th Nov 2009	18 th Nov 2010	Group IR Director	HR Help