

SCHEDULES

SCHEDULE 1

STATUTORY DISPUTE RESOLUTION PROCEDURES

PART II

GRIEVANCE PROCEDURES

CHAPTER II

MODIFIED PROCEDURE

Step 1: statement of grievance

9. The employee must—
 - (a) set out in writing—
 - (i) the grievance, and
 - (ii) the basis for it, and
 - (b) send the statement or a copy of it to the employer.

Step 2: response

10. The employer must set out his response in writing and send the statement or a copy of it to the employee.