

PROCEDURES FOR POLICY 8.5 – Dispute Resolution

- 1.0 A SAGE member must give the immediate Supervisor and/or Budget Unit Head the first opportunity address a problem/dispute by discussing the matter. If requested by the member, a SAGE representative may be present and may participate in this formal discussion.
- 2.0 If a matter is not resolved as stated above the dispute must be submitted to the Associate Vice-President (Human Resources) (or designate). The Associate Vice President (Human Resources) (or designate) shall convene a meeting with the complainant, who shall be accompanied by one (1) SAGE representative to discuss the dispute. The Associate Vice President (Human Resources) (or designate) shall respond to the dispute in writing to the complainant within 7 working days of this meeting.
- 3.0 If a matter is not resolved as stated above the dispute must be resubmitted to the Vice President, Operations and Finance (or designate). Together, the parties will select an external mediator who is not in the employ of Western University.