



Teamsters Local Union No. 243

Investigation Form for Supervisors Working

This is NOT a grievance!
****FOR UNION USE ONLY****

Grievant's Name: _____

Steward's Name: _____

Witness Names: _____

Questions:

1. Name of Supervisor(s) doing the work: _____

2. Description of the work being performed by Supervisor(s): _____

3. Why was the Supervisor performing this work? _____

4. Exact time the Supervisor was performing the work: _____

5. In what work area was the work being performed (exact location)? _____

6. Who was the Supervisor replacing? _____

7. A. Was the Supervisor training a new employee? YES NO (Circle One)

B. Was the trainee in the work area? YES NO (Circle One)

C. What day of training is the employee in? _____

8. Was the Supervisor cross-training? YES NO (Circle One)

9. Gather Witness Statements (VERY IMPORTANT)

10. Steward's written statement of the investigation conducted with UPS Supervision.