BARGAINING UNIT ASSIGNMENT PROTEST

Instructions: Submit a typed original copy of this form to the Employee Relations Ordinance Administrator, 25 Van Ness, Suite 720, San Francisco, CA 94102-6033 within the 60 calendar-day requirement from the date of the Employee Relations Director’s letter, memo, etc.

If an employee or an employee organization disagrees with the inclusion of a class within a particular unit or sub-unit, the aggrieved party may submit a protest. If unresolved, the protest will be referred to an Administrative Law Judge for a hearing and final determination [San Francisco Administrative Code, Section 16.210 (Employee Relations Ordinance)].

Name of Employee/Employer

Class Number (Job Code)  Title

Address

Telephone Number

This class was assigned to a unit or sub-unit by the Employee Relations Director by on ______________________ (date). (memo, letter, etc.)

Complete reasons for protest and requested remedy on the second page. Use additional pages if necessary.

I declare that I have read the complaint and the statements are true to the best of my knowledge.

(Signature)  (Date)

(Typed Name)  (Title)

State reason(s) for complaint, be specific: (refer to Civil Service Commission Rule Series 07.31)  CSC-102 (2022)
Remedy requested: