

## **DISCIPLINE REMOVAL NOTICE**

\_\_\_\_\_  
Name of Grievant

\_\_\_\_\_  
Position

To: Immediate Supervisor

I hereby request that the:

LETTER OF WARNING  
7-DAY SUSPENSION  
14-DAY SUSPENSION  
NOTICE OF REMOVAL

### LAST CHANGE AGREEMENT

Be REMOVED from the Official personnel folder of \_\_\_\_\_ due to the  
(The Grievant)  
time limits expiration date of \_\_\_\_\_ that was agreed upon through the  
(Date agreed upon)  
grievance process.

Your cooperation in this matter would be greatly appreciated. The official personnel  
folder of \_\_\_\_\_ will be checked in the very near future to make sure that this  
(The Grievant)  
has been done.

\_\_\_\_\_  
Carrier/Steward Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date