

**SUPERVISORY GUIDELINES
FOR GRIEVANCE HANDLING**
(September 1988)

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The following guidelines may aid supervisors in responding to grievances:

Complying with the Grievance Procedure [\(see exhibit\)](#)

Investigating and Discussing Grievance [\(see exhibit\)](#)

Responding to the Grievance [\(see exhibit\)](#)

Conducting Yourself as a Supervisor [\(see exhibit\)](#)

Checklist for Grievance Handling [\(see exhibit\)](#)

[\(see next section\)](#)

[\(see HB Table of Contents\)](#)

[\(see Forms or Forms Samples\)](#)