



A culture of recognition and mutual respect there the MRSA is an equal and valued partner in the MRU community.

MRSA Grievance Review and Appeal Procedure

Should a Member have concerns regarding the Collective Agreement, or other legislative employment matters, they are encouraged to meet with the Labour Relations Officer (LRO) to determine an appropriate course of action. In consultation with the LRO, the Member may opt to file a grievance. Grievances will be processed and supported by the LRO.

Should a Member request a grievance be filed, the LRO will provide guidance, support and advice regarding the viability of a grievance. The LRO will process a grievance up to the point of arbitration, based on the request of the Member.

Initial Review of Advancement

Once a grievance is eligible for advancement to arbitration, the MRSA shall take carriage of the grievance as per the Collective Agreement and Labour Relations Code. The MRSA will follow the below process to determine if a grievance will be advanced to arbitration.

1. The Labour Relations Committee (LRC) will review the grievance and determine whether the MRSA will approve it to proceed to arbitration, determine if any other information is necessary to make a decision, or to dismiss the grievance.
2. The LRC may determine whether to access any additional advice it deems necessary or appropriate to provide a decision.
3. The LRC will issue the decision, which constitutes the decision of the MRSA.
4. Should the MRSA determine that the grievance will not proceed, the Member will be notified in writing by the LRO with the reasons, and be provided an opportunity to appeal the decision to dismiss the grievance.

Appeal of Decision

The Member will have an opportunity to appeal the decision to dismiss the grievance by presenting their concerns and interests regarding the advancement of their grievance to an Appeal Committee.

1. Review of the appeal will be conducted by the MRSA President and two (2) other Executive Board members who are not Labour Relations Committee members (preferably the Treasurer and a Director at Large), who will comprise the Appeal Committee.
2. The LRO will provide the reasons for the denial, and any other advice as requested by the Appeal Committee.
3. The Member will have an opportunity to provide reasons, based on new or additional information, for review and reconsideration of the denial.
4. The Appeal Committee may determine and access any additional advice it deems necessary and appropriate to provide a response, based on the requirements of the Alberta Labour Relations Code.

Final MRSA Decision

Following the Appeal meeting, the President will provide a final decision of the MRSA to process the grievance to arbitration or dismissal of the grievance, in writing.

1. Should a denial be issued, the Member shall have no further recourse within the MRSA or as per the Collective Agreement related to the specific grievance reviewed.
 - a. The Member will be provided with notice and a copy of Information Bulletin #18 of the Alberta Labour Relations Board regarding the Duty of Fair Representation.
 - b. The LRO will close the grievance as per the decision of the MRSA.

Should at any time the grievance be approved for advancement to arbitration by the MRSA, the LRO will process the file accordingly, assuring all timelines are maintained.

Should at any time the Member advise that the file to be closed, the LRO will close the grievance as per the decision of the Member.

Related reference materials

The Duty of Fair Representation: [Information Bulletin #18](#) from the Alberta Labour Relations Board

[The Standard of Reasonableness](#) applies to all administrative decisions, which is what this type of decision is categorized. It is not perfection or 'correctness', but what a reasonable person would determine. A reasonable person is one who is: "reasonable, informed, practical and realistic" who "consider the matter in some detail" the person is not a "very sensitive or scrupulous" person, but is "right-minded" dispassionate and fully apprised of the case.

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1.0	April 17, 2024	MRSA Executive Board	<i>Creation of Grievance Review and Appeal Procedure</i>



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