u.g.w.u. local 69 monthly director’s Report

|  |  |  |
| --- | --- | --- |
| Report Date | REGION | Prepared By |
| Click or tap to enter a date. | Choose an item. |  |

# Give a basic report of your region

# COMPLETED NEW HIRE ORIENTATIONS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DATE OF ORIENTATION |  | LOCATION | ATTENDEES |  |
| Click or tap to enter a date. |  |  |  |  |
| Click or tap to enter a date. |  |  |  |  |
| Click or tap to enter a date. |  |  |  |  |

# NEW HIRES NEEDING ORIENTATED

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NAME OF NEW HIRE | ANTICIPATED DATE AND TIME OF ORIENTATION |  | LOCATION |  |
|  | Click or tap to enter a date. |  |  |  |
|  | Click or tap to enter a date. |  |  |  |
|  | Click or tap to enter a date. |  |  |  |

# AST MEETINGS

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| PREVIOUS MONTH’S AST DATE  | attended? | NEXT MONTH’S DATE/TIME |  | LOCATION |  |
| Click or tap to enter a date. | Choose an item. | Click or tap to enter a date. |  |  |  |

# REQUIRED MOnTHLY Steward CONFERENCE CALL

|  |  |  |
| --- | --- | --- |
| was CONFERENCE CALL HELD LAST MONTH? | DATE AND TIME OF CALL | Attendees |
| Choose an item. | Click or tap to enter a date. |  |
| DATE AND TIME OF NEXT MONTH’S CALL | Click or tap to enter a date. |  |

# REQUIRED QUARTERLY MEETING with your stewards

|  |  |  |  |
| --- | --- | --- | --- |
| DATE OF LAST QUARTERLY MEETING  | LOCATION | attendees |  |
| Click or tap to enter a date. |  |  |  |

|  |  |  |
| --- | --- | --- |
| DATE/time of next QUARTERLY MEETING  | LOCATION |  |
| Click or tap to enter a date. |  |  |

# REQUIRED QUARTERLY steward MEmbership meeting

|  |  |  |  |
| --- | --- | --- | --- |
| Have all your stewards held their required meeting(s)? |  |  |  |
| Choose an item. |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Steward  | date/time of held meeting | date/time of next meeting  | Location of next meeting |
|  | Click or tap to enter a date. | Click or tap to enter a date. |  |
|  | Click or tap to enter a date. | Click or tap to enter a date. |  |
|  | Click or tap to enter a date. | Click or tap to enter a date. |  |
|  | Click or tap to enter a date. | Click or tap to enter a date. |  |
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|  | Click or tap to enter a date. | Click or tap to enter a date. |  |
|  | Click or tap to enter a date. | Click or tap to enter a date. |  |
|  | Click or tap to enter a date. | Click or tap to enter a date. |  |

# outstanding 1st step grievances

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| grievance number  | grievant | date grievance was filed |  | date/time of 1st step meeting | LOCATION |
|  |  | Click or tap to enter a date. |  | Click or tap to enter a date. |  |
|  |  | Click or tap to enter a date. |  | Click or tap to enter a date. |  |
|  |  | Click or tap to enter a date. |  | Click or tap to enter a date. |  |

# notes:

|  |
| --- |
| UNION CLEARINGS  |
| 1 |  | 2 |  | 3 |  | 4 |  | 5 |  | 6 |  | 7 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  | 9 |  | 10 |  | 11 |  | 12 |  | 13 |  | 14 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| 15 |  | 16 |  | 17 |  | 18 |  | 19 |  | 20 |  | 21 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| 22 |  | 23 |  | 24 |  | 25 |  | 26 |  | 27 |  | 28 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| 29 |  | 30 |  | 31 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |