



The North Harris Trust

Grievance Procedure

The main objective of this procedure is to settle any grievance as quickly as possible.

The employee concerned should first raise the issue with the Chairman of the Trust. Failing satisfaction, the matter should be raised with the appropriate sub-committee.

Should this fail to result in the settlement of an issue, that matter will be referred to the full board of directors.

Both parties intend that this procedure shall be expedited within one month of the grievance being raised.

It is not appropriate to employ the grievance procedure for matters which are already the subject of disciplinary procedure.