

PRE-DISCIPLINARY MEETING - NOTICE TO UNION (AFSCME) | DATE

CHICAGO POLICE DEPARTMENT

TO: President
AFSCME, Local 654

FROM:

SUBJECT: Notification of Pre-Disciplinary Meeting

Per your collective bargaining agreement with the City of Chicago and in accordance with contractual notification requirements, please be advised that a Pre-disciplinary Meeting has been scheduled as follows for the below listed affected member.

Employee Name: _____ Employee No: _____ Unit _____

Meeting Location: _____

Meeting Date: _____ Meeting Time: _____

If you have any questions regarding the scheduled Pre-disciplinary meeting date and time please contact:

Name: _____

Unit: _____

Telephone No: _____

Hours Available: _____

Signature:

SPAR No: _____

Log No.: _____

Attachment No.: _____

Prior to a scheduled Pre-disciplinary Meeting for an AFSCME represented employee, the Unit Commanding Officer, Supervisor, or assigned Investigator must notify the President of AFSCME Local 654 that such a meeting has been scheduled. The Unit Commanding Officer, Supervisor, or Investigator must fax the form to AFSCME Local 654 at Fax No. (312) 650-8241. The fax confirmation page will be made part of the file.

CC: Management & Labor Affairs Section - Unit 129
Via Departmental Mail or Fax No. (312) 745-6961