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. |  |
|  | 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. |  |
|  | 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 | |  | |  | |  | |  | |  | |  | |  |  | |
|  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  |  | |