

Management Dispute Resolution Process Summary

For complete details, please see the Management Dispute Resolution Policy

Within 10 working days of receiving a disputed decision/action,
an employee can enter Level One



Level One – Immediate Supervisor

- Employee and supervisor meet within 5 working days of receipt of the review request
- Supervisor responds to review request within 5 working days of meeting



Employee can enter Level Two within 10 working days of receiving Level One decision,
if not satisfied with the decision



Level Two – Strategic Human Resource Management Unit (SHRM)

- Employee and SHRM representative meet within 10 working days of receipt of the Dispute Review Request Form
- SHRM representative responds within 10 working days of meeting



Employee can enter Level Three within 10 working days of receiving Level Two
decision, if not satisfied with the decision



Level Three – Deputy Minister

- SHRM Director forwards request to Deputy Minister within 10 working days of receipt of the review request
- Deputy Minister responds within 15 working days of receipt of the review request