

## ANGF Grievance / Complaint Form

ANGF is committed to providing the opportunity for members to resolve disputes or grievances. An ANGF participant (or the participant's parent or guardian) who believes, he or she has been harassed, discriminated against, or has otherwise been deprived of a right, should first discuss his/her complaint with a board member, and then attend the afternoon board meeting. Any board member or volunteer who has knowledge of harassing or discriminatory action against a participant shall promptly inform the ANGF president. The ANGF president shall confer with fellow board members and the participant concerning the complaint and shall take appropriate steps with a view toward arriving at a satisfactory resolution of the complaint.

Please note the following on the ANGF Grievance Complaint Form.

1. The nature of the grievance/complaint,
2. Location
3. Names of person(s) involved
4. Nature of incident
5. Expected Remedy

An investigation follows the complaint that may include interviews with the complainant, the accused party and other persons who may relevant knowledge concerning the complaint. Upon review of the factual information, the board shall make a determination and shall communicate the decision to the aggrieved in writing within 24 hours of receipt of the written grievance.

Name	Cell No.
Location of incident	Date and Time of Incident
Details of person(s) with who you are in dispute:	
Name	Cell No.
Location of Incident	Involvement
Relationship to you	
Name	Cell No.
Location of Incident	Involvement
Relationship to you	

On the reverse side of this form, provide a statement giving full details of your grievance / complaint. Include name and title of all persons involved as well as witnesses, the effect the grievance / complaint has had on you. Then sign and date your statement and then submit it to the ANGF board.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date