

SOP: ONEU e-Board Appeals

If you believe you have an issue that requires assistance, please first fill out the Grievance Intake Form, which can be found on the ONEU website and ONEU TEAMS channel and submit it to the National Office Representative. ONEU's representational team will review your intake form and provide you with a response.

If you are dissatisfied with the response that you receive, you can appeal your issue to the ONEU e-board. The following explains the procedures associated with appealing to the e-board. These procedures will be strictly enforced to ensure that they are fairly and equitably applied to each member who engages in this process.

- To request an appeal, please email the ONEU President directly. The ONEU President will work with you to schedule a time for you to present your matter to the e-board. Unless there is an issue with timing, all appeals will be in person and will be scheduled on Wednesdays, or the applicable staff-wide non-telework day.
- All evidence and supporting documentation must be submitted to the ONEU President at least 24 hours in advance of your e-board meeting presentation. Belated documentation may not be fully considered and can affect your appeal.
- Based on the complexity of your issue, you will be scheduled in one of the following timeframes:
 - 10 minutes (5 minutes for your presentation, 5 minutes for e-board questions)
 - 15 minutes (10 minutes for your presentation, 5 minutes for e-board questions)
 - 20 minutes (10 minutes for your presentation, 10 minutes for questions)
- After you have presented and the e-board has asked its questions, you will be dismissed. The e-board will then speak internally about your issue and will provide you with a final decision.
- Generally, the e-board will provide its final decision within 48 hours of your presentation and receiving any additional required documentation from you.