



ADMINISTRATIVE RULES OF MONTANA



2.21.8013 EMPLOYEE GRIEVANCE

- (1) An employee may file a grievance based on the application or interpretation of laws, written rules, personnel policies and procedures which adversely affects the employee, unless specifically prohibited from doing so by statute or rule.
- (2) A grievant shall not use paid working time to prepare and pursue a grievance. A grievant may request to use other appropriate paid leave, accrued compensatory time or leave of absence without pay to prepare a grievance. Use of leave or compensatory time shall be requested and approved consistent with administrative rules and agency policies relating to the type of leave requested. Time spent by the grievant attending a hearing is paid working time only during the grievant's regular work shift and shall not exceed 8 hours per day.
- (3) An employee other than the grievant may, at the agency's discretion, be given working time off to participate in an investigation or hearing. This time may be paid working time, if the employee's participation is at the agency's request. Other employees may request to use appropriate paid leave, leave of absence without pay, or accrued compensatory time to attend a hearing. Use of leave or compensatory time shall be requested and approved consistent with administrative rules and agency policies relating to the type of leave requested.

Authorizing statute(s): Sec. 2-18-102, MCA

Implementing statute(s): 2-18-102, MCA

History: NEW, 1988 MAR p. 2559, Eff. 12/9/88; AMD, 1997 MAR p. 1448, Eff. 8/19/97.