



JOINT INDUSTRY BOARD
 FOR THE ELECTRICAL CONTRACTING INDUSTRY
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Established in 1968 by the Constituent Parties
 The ELECTRICAL CONTRACTORS' ASSOCIATION and UNITE THE UNION

Please send this form and accompanying documentation to the Industrial Relations Department or ir@jib.org.uk

DISPUTES PROCEDURE APPLICATION FORM

If you are a member of Unite the Union you should contact your Regional Officer for advice before completing this form. Please note that Unite is the only trade union permitted to represent within the disputes procedure.

THIS FORM SHOULD BE RETURNED WITHIN 3 MONTHS OF THE ACTION COMPLAINED OF

1. YOUR DETAILS:

Name:

Address:

Phone number: email:

JIB Grade: ECS / NI Number:

2. DETAILS OF REPRESENTATIVE (please note that any future correspondence will be sent to your representative and not to yourself):

Are you a member of Unite: Yes / No

Name:

Address:

Phone number: email:

3. DETAILS OF RESPONDENT (i.e. the employer against whom the claim is made):

Name of Employer:

Contact Name:

Address:

Phone number: email:

4. EMPLOYMENT PARTICULARS:

When did your employment start (and end if applicable)

Which site were you working on at the time?

8. REMEDY:

What payments do you believe you are owed as a result of your claim and how is this calculated:

- i. Notice pay £.....
- ii. Redundancy pay £.....
- iii. Holiday pay £.....
- iv. Arrears of pay £.....
- v. Other payments (please specify) £.....

UNFAIR DISMISSAL CLAIMS ONLY

- vi. If your claim is successful please confirm which you are seeking:
Reinstatement Re-engagement Compensation
- vii. Did you receive any notice pay? Yes / No
If yes, how much?
- viii. Did you receive redundancy pay (if applicable)? Yes / No
If yes, how much?
- ix. Did you register with the Job Centre as unemployed? Yes / No
If so, when?
- x. Have you received any benefits? Yes / No
If yes, how much? Period Covered:
- xi. Were you unemployed following your dismissal? Yes / No
If yes, please give dates
- xii. Have you restarted work or are due to start a new job? Yes / No
If yes, please give the date you started or are due to start
- xiii. Is this employment with a JIB member? Yes / No
If no, what is your hourly rate of pay?

I confirm that the information given on this form is accurate to the best of my knowledge and belief. I have received and read the JIB Guide to the Disputes Procedures and the JIB's role in mediation, conciliation and disputes.

Signed

Dated