

Formal Collective Grievance Letter Regarding Workplace Conditions

Subject: Collective Grievance Submission from [Department/Team Name]

Dear [HR Manager/Employer Name],

We, the undersigned employees of [Department/Company Name], submit this collective grievance to formally raise concerns regarding current workplace conditions. Despite repeated informal discussions, issues persist concerning [specific concerns, e.g., safety, workload, working hours].

We request that management addresses these matters promptly and provides a clear action plan to improve the working environment. We are committed to engaging constructively to reach solutions that benefit both employees and the organization.

Attached is a list of all signatories and details of specific incidents or conditions that require attention.

Sincerely,

[Names of Representatives]

[Department/Team Name]

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