

Mixed outcome grievance decision

Subject: Grievance Decision Update - Case [Reference Number] - PARTIALLY UPHELD

Dear [Employee Name],

I am writing to communicate the outcome of your grievance investigation that concluded on [Date].

After extensive review of all materials and interviews with relevant parties, we have reached a decision of PARTIALLY UPHELD for your grievance.

Aspects of your grievance that were substantiated:

- [Point 1 with brief explanation]
- [Point 2 with brief explanation]

Aspects that were not substantiated:

- [Point 1 with brief explanation]
- [Point 2 with brief explanation]

Based on our findings, we are implementing the following remedial actions:

- [Action 1]
- [Action 2]
- [Action 3]

While we could not substantiate all aspects of your complaint, we take all employee concerns seriously. The validated issues have prompted us to review and strengthen our existing procedures. We appreciate your patience throughout this process and your commitment to addressing workplace concerns constructively.

Please feel free to reach out if you need clarification on any aspect of this decision.

Best regards,

[Name]

[Position]

[Department]

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