



Bexar County 4-H Grievance Report Form

Volunteers have the right to express grievances, concerns or dissatisfaction with their local Bexar County 4-H program or operations and to have grievances dealt with in an efficient, equitable and fair manner. Refer to the Bexar County 4-H Grievance Policy for details of the procedure by which grievances are reported and managed.

Date: ___ / ___ / ___ Person/s making report: _____

Person/s Involved:

Date of Incident: _____ Time of Incident: _____

Location of Incident: _____

Witnesses of Incident: _____

Description of Incident:

Please attach extra pages if necessary

Name (please print)

Signature

Date

COUNTY OFFICE USE ONLY (Initial & Date)

<input type="checkbox"/> Grievance Recorded _____	<input type="checkbox"/> Action Taken _____	<input type="checkbox"/> Notification _____
<input type="checkbox"/> Follow-up _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
Comments: 		