An employee requesting an appeal of the factor rating(s) assigned to his/her position, as a result of a job evaluation review, is required to complete this form.

EMPLOYEE NAME:  

DEPARTMENT:  

CURRENT CLASSIFICATION:  

TELEPHONE #:  

Access to the Aiken Plan is required in order to complete this form. Access to the Aiken Plan is available from the Department of Human Resources or designated information providers, whose names are available on the website at http://www.mun.ca/humanres. Complete the following section identifying the factor(s) that you are appealing, the post-review rating(s) as per your notification form, the factor rating(s) requested and the reasons for the proposed rating(s). The Appeal committee will only consider the factors that you appeal. For additional information on Job Evaluation, refer to the Department of Human Resources website - http://www.mun.ca/humanres/about

<table>
<thead>
<tr>
<th>Aiken Plan Factor(s) Appealed</th>
<th>Post-Review Rating(s)</th>
<th>Proposed Rating(s)</th>
<th>Reason(s) for the Rating(s) Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(Ratings outlined on the Notification of Job Evaluation Review Results form)</td>
<td>(Based upon your review of the Aiken Plan)</td>
<td>(Based upon the explanation in the Aiken Plan)</td>
</tr>
</tbody>
</table>

SIGNATURE  

DATE  

Forward this completed form to:  

Director  
Department of Human Resources  
Arts and Administration Building  
Memorial University of Newfoundland