

# ONEIDA TRIBE OF INDIANS OF WISCONSIN

## Human Resources Department

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## Human Resource Department Interpretation

**January 29, 2014**

**RE:** Interpretation of Automatic Extensions for Disciplinary, Grievance, and Area Manager Decisions Timelines.

In accordance with the Oneida Personnel Policies and Procedures section V.D.6., *“The HRD office will make every attempt to ensure that grievance procedures are concluded within forty-five (45) working days; however, extensions granted for reasonable unforeseen circumstances (as determined by the HRD Manager) may extend the process.”*

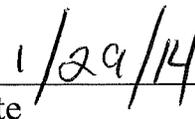
### HRD Interpretation

The unscheduled closure of any facility within the Oneida Tribe would in fact constitute a reasonable unforeseen circumstance. Therefore, an automatic timeline extension to all disciplinary actions, grievances, grievance decisions, and area manager extensions would be warranted for the duration of a closure.

Below are examples of how this automatic extension would be applied:

1. If a facility closed for one day due to a reasonable unforeseen circumstance such as a weather-related closure, then an automatic extension of one day would be granted; and/or,
2. If a facility was closed for two days, then an automatic extension of two days would be granted;
3. And so on.

  
Geraldine Danforth, Human Resources Manager

  
Date