

**25 NCAC 01J .1303 AGENCY AND UNIVERSITY GRIEVANCE REPORTS AND DATA ENTRY**

- (a) Every agency and university shall, as requested by the Office of State Human Resources, compile information on employee grievances.
- (b) The Office of State Human Resources shall make reports to the State Human Resources Commission as necessary based upon the information supplied in agency reports.
- (c) Every agency and university shall maintain all grievance data and enter grievance data by the last business day of the month in the State's HR and Payroll system or other applicable human resources information system.

*History Note:* Authority: G.S. 126-4(6),(9);  
Temporary Adoption Eff. May 23, 2014;  
Eff. April 1, 2015;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. August 20, 2016.