

Texas Department of Criminal Justice

PERS 329

Grievance Referral Form

Routing To

Appropriate Responding Authority Printed Name	Job Title	Date
Unit/Division	Grievance Number	

The attached grievance has been received in my office and is being forwarded to you for a response for the following reason(s):

- Grievance concerns or issues not within my authority.
- To respond as my designee.
- Conflict of interest.

From

Referring Official Printed Name	Job Title	Unit/Division
Referring Official Signature:		Date:

Attachment

C: Intake Officer

Grievant, if applicable, certified mail receipt number, or grievant's signature and date: