Please refer to your bargaining unit's contract for specific information regarding employee grievance procedures and time frame requirements.

Caltrans is in violation of California Government Code Section 19818.8 by forcing Unit 12 workers to cleanup homeless encampments on Caltrans property. Homeless encampments are known to contain toxic chemicals, blood-borne pathogens, dangerous weapons, dangerous dogs, dangerous people, five gallon buckets of feces and urine, needles and syringes, and a host of other biological contaminants.

California Government Code Section 19818.8:

(a) A person shall not be assigned to perform the duties of any class other than that to which his or her position is allocated.

The classification specifications for the Unit 12 Caltrans workers do not contain any duties related directly or indirectly to the cleanup of homeless encampments.

That Caltrans immediately ceases and desists having our Unit 12 workers performing homeless encampment cleanups.
**GRIEVANCE REVIEW—LEVEL I**

<table>
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<th>DATE RECEIVED</th>
<th>LEVEL I REVIEWER (Signature)</th>
<th>REVIEWER'S PRINTED NAME AND TITLE</th>
<th>RESPONSE DATE</th>
<th>TELEPHONE NUMBER (include area code)</th>
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**LEVEL I DECISION**

- [ ] I concur and do not appeal to the second review level
- [ ] I do not concur and appeal to the second review level *(State reason below)*

GRIEVANT'S SIGNATURE | DATE SIGNED

**REASON FOR APPEAL**

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**GRIEVANCE REVIEW—LEVEL II**

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- Decision attached

- [ ] I concur and do not appeal to the third review level
- [ ] I do not concur and appeal to the third review level *(State reason below)*

GRIEVANT'S SIGNATURE | DATE SIGNED

**REASON FOR APPEAL**

---

**GRIEVANCE REVIEW—LEVEL III—DEPARTMENT DIRECTOR OR DESIGNEE**

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- Decision attached

- [ ] I concur and do not appeal to the third review level
- [ ] I do not concur and appeal to the third review level *(State reason below)*

GRIEVANT'S SIGNATURE | DATE SIGNED

**REASON FOR APPEAL**

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**GRIEVANCE REVIEW—LEVEL IV—DEPARTMENT OF HUMAN RESOURCES**

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- Decision attached

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