

KNOW YOUR (WEINGARTEN) RIGHTS

What to do if a manager calls you into a meeting:

Before the meeting:

1. Find out what the meeting is about.
2. Request that a union representative go with you. You have the right to union representation during an interview if you believe the investigation might result in discipline.
3. To exercise this right, you must request representation. Say: *“If this discussion could in any way lead to my being disciplined or terminated, or affect my working conditions, I request that my union representative be present.”*
4. If the supervisor does not agree to your request, attend the meeting anyway, but say: *“Without representation, I will not answer any questions.”*

During the meeting:

1. Take notes.
2. Take a break if you need to talk with your representative.
3. If asked to sign papers you disagree with, write: *“My signature means only that I have seen this. It does not mean that I agree with it.”*

After the meeting:

1. Write down to the best of your recollection everything that was said/discussed.
2. Contact your union president or grievance chair immediately if they were not present during the meeting.
3. Consider whether or not to grieve or write a rebuttal.

What to do if you’ve been accused:

- Contact your union president or grievance chair immediately.
- Don’t admit guilt or accept any blame.
- Don’t quit or sign any papers or agreements.
- Don’t agree to pay any expenses.
- Avoid public statements.
- Don’t discuss the matter with anyone except your union representative.
- Keep copies of all correspondence & papers.
- Make written records of any meetings, with details & names.

