



Staff Questionnaire

October 2013

Dear Colleague,

Please complete the following questions providing as much information as possible. Please continue on a separate sheet where necessary and return to us in the Pre-Paid envelope enclosed. **All information received will be treated as strictly private and confidential.** Thank you for your co-operation.

1. Date your employment commenced with EEAST?
2. Do you have a contract of employment? **YES / NO**
3. If you have a contract of employment can you provide a copy? **YES / NO**
3. Full Job Title?
3. Contractual Hours per Week/Month? **Week** **Month**
4. Pay Band and Salary Point on commencement of employment?
5. Place of Work/Base and Geographical Area?
6. Would you say you have a **“normal”** place of work? **YES / NO**
7. Are you currently claiming mileage allowance in your role? **YES / NO**
8. When was the last time you claimed mileage allowance?
9. Was your claim for mileage paid? **YES / NO**
10. If not, when did your mileage claims/payments stop?
11. Did you question this with your employer and if so, what were you told by them?

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Please answer the remaining questions overleaf and continue on additional pages if necessary. Please return in the pre-paid envelope enclosed with this questionnaire . Thank You





12. If you believe that your mileage allowance has been unfairly withdrawn by your employer and providing there are reasonable grounds to pursue this issue, would you be prepared to have your details added to a GMB collective grievance which may be submitted on your behalf? **YES / NO**

13. Would you like your specific case to receive a legal assessment by GMB Solicitors? **YES / NO**

14. Have you ever attended any meetings / consultation discussions about any changes to your contract of employment? **YES / NO** If you answered YES, please give further details below

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Please use the space below to supply any other information you feel relevant to this issue and continue on additional sheet/s if necessary.

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Thank you for taking the time to complete this questionnaire.

Please return this to us in the enclosed pre-paid envelope.

If you require any further information or would like to discuss the contents of this communication in more detail please contact your GMB Branch Secretary, Chris Bretton on 07876 201663 or alternatively you can contact GMB on 01462 499650 or email tony.hughes@gmb.org.uk

All information received will be treated strictly Private and Confidential.



PROTECTING YOU AT WORK