**University of Bolton Industrial Action Notification Form**

Please complete this form as early as possible to notify the University your participation in industrial action or within 3 working days of the commencement of industrial action at the latest.

You are also required to inform your School/Service of your participation in industrial action.

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| --- | --- |
| Full Name: |  |
| Job Title:  |  |
| School/Service: |  |
| University Email:  |  |
| Payroll Number:  |  |

I, the above named employee, confirm that I have read the University of Bolton Industrial Action and Withholding of Pay Policy and also confirm that I will be taking part / have taken part in the following industrial action.

(Please tick all applicable in a) or b) below)

1. **STRIKE ACTION** Thursday 30 June 2016 YES 🞏 NO 🞏
2. **ACTION SHORT OF A STRIKE** (work to contract/work to rule) from Wednesday 25 May 2016

YES 🞏 NO 🞏

Please note that the University will deduct 1/260 of annual salary for each day or part day of the period of strike action (i.e. a maximum of 2/260). Deductions will be made in the next available payroll run.

Please send a copy of this completed form to Sharon Thompson in HR (copy to your Head of School/Service) by email (st4@bolton.ac.uk) or in the internal mail (Z3-046, Services & Administration Centre) by no later than **12 noon** on **Wednesday 6 July 2016.**

|  |  |
| --- | --- |
| Full Name:  |  |
| Signed:  |  |
| Date of Signing:  |  |

For information on the University’s approach to Industrial Action visit <http://www.bolton.ac.uk/HumanResources/A-to-Z/Home.aspx>.