ATTN:

Cory Strang  
President & Chief Executive Officer  
Northwest Territories Power Corporation  
[CStrang@ntpc.com](mailto:CStrang@ntpc.com)

[date]

Mr. Strang:

I, [name], am requesting an appeal of my current job evaluation under Article 47.04(a) of the Collective Agreement.

With this appeal, I am also requesting an up-to-date copy of the Job Description for my position as well as its current evaluation and the rationale supporting the point rating assigned.

Sincerely,

[Name and position title]

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