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**How to deal with grievances raised during the disciplinary process**

It is not uncommon for a grievance to be raised whilst disciplinary proceedings are ongoing. There is no legal requirement to postpone a disciplinary process whilst a grievance is dealt with; whether this is necessary will depend on the facts and may vary depending on the specific facts and context. The law is sufficiently flexible to ensure that unnecessary delays are not caused and employers can deal with these situation based on the specific situation.

If the grievance is entirely unrelated to the disciplinary matters, there is no reason to consider putting the disciplinary process on hold, and the two issues can be dealt with at the same time, usually being dealt with by two separate managers.

If the grievance is about the disciplinary process, it may be appropriate to deal with it within the disciplinary process itself. For example, if they relate to matters on the run up to the disciplinary issue, they may amount to a defense or partial mitigation or concern the relationship between the member of staff and the manager that instigated the proceedings, the member of staff could be requested to raise them within the disciplinary hearing.

Finally, the grievance raised may relate to the proceedings in such a way that it is appropriate to pause the disciplinary process whilst the grievance is investigated and concluded.

It is good practice to formally consider the best way to proceed and document decisions made. Take advice from HR in all circumstances.