

Joe Lombardo  
Governor



Jack Robb  
Director

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**STATE OF NEVADA**  
**DEPARTMENT OF ADMINISTRATION**  
***Division of Human Resource Management***  
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**MEMORANDUM**  
**HR# 22-23**

March 30, 2023

**TO:** DHRM Listserv Recipients

**FROM:** Mandee Bowsmith, Administrator *Mandee Bowsmith*

**SUBJECT:** HR-52 FORM: AGENCY REQUEST FOR REMOVAL OF GRIEVANCE -  
UPDATE

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The Division of Human Resource Management has updated the HR-52 Agency Request for Removal of Grievance form. The HR-52 form no longer requires a “wet” signature from the appointing authority and is completely fillable.

The new form can be found on the Division of Human Resource Management webpage at the following location: [https://hr.nv.gov/Resources/Forms/Grievance/Grievance\\_Procedure/](https://hr.nv.gov/Resources/Forms/Grievance/Grievance_Procedure/).

If you have any questions, please do not hesitate to contact Nora Johnson at [nora.johnson@admin.nv.gov](mailto:nora.johnson@admin.nv.gov) or (775) 684-0148.

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