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**Grievance Determination****Grievant's Name:** Rita Villa**Neighborhood Council:** Studio City Neighborhood Council**Grievance Number:** 113**Violation Alleged:** Neighborhood Council Bylaw Article VIII Section 3 and the Board of Neighborhood Commissioners Policy**Date of Viewing:** September 14, 2017

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The Department shall review a Grievance within seven calendar days of submission to determine whether the Grievance conforms to the Grievance Policy. Upon a determination that a Grievance conforms to the Policy, the Department shall certify the Grievance for disposition and notify the affected Neighborhood Council that the Grievance may proceed through the Grievance process established herein. The certification of a Grievance by the Department shall not be construed as a statement regarding the validity or invalidity of the Grievance.

This Grievance was reviewed by:

- 1). Jasmine Duckworth
- 2). Lorenzo Briceño

After reviewing Grievance #113, the Department will forward Grievance #113 directly to the Regional Grievance Panel for disposition, as specified in Subsection (d)(6) of the Department of Neighborhood Empowerment's Grievance Policy. The date and time of said Regional Grievance Panel will be communicated to the Grievant, Neighborhood Council, Neighborhood Commissioner of said Region and the Project Coordinator.