

REQUESTS TO SEE A STEWARD



Office of Inspector General

UNITED STATES POSTAL SERVICE

From the Office of the Inspector General:

The Postal Service must allow stewards official steward duty time during their scheduled work hours to investigate, present, and adjust grievances. Similarly, each employee has the right to participate in union activities, including seeking the representation of a steward.

Stewards, when requesting union time, tell the supervisor you are requesting it to investigate, present, and adjust grievances. Be specific on the amount of time you need to perform your union steward duties. The union representative determines how much union time is needed, not the supervisor.



USPS/APWU Joint Contract Application Questions & Answers SOUTHEAST/SOUTHWEST AREAS

October 3, 2001

UNION REPRESENTATION

8. How should the situations be handled when an employee asks to see a steward or a steward requests time to process or continue processing a grievance and the steward is needed on his/her work assignment ?

RESPONSE:

Normally, 95% of the time, a union steward/employee will be released within two (2) hours of his/her request. If this condition cannot be met, the supervisor will notify the steward/employee of the reasons for the delay. Normally the steward/employee will be released before the end of the tour. However, if the steward/employee is not released within that time frame, the steward/employee must be released immediately upon the beginning of his/her next tour of duty. In the event a steward or employee is delayed until their next tour, the steward/employee should notify the supervisor of the prior request.

SOURCES: Area level agreement of the parties.