

## ARTICLE 8: STEWARD ACCESS

### A. General Provisions

1. The Employer shall recognize SPSE-UPTE-designated employee representatives who are members of the bargaining unit. The function of the SPSE-UPTE-designated employee representative shall be to inform employees of their rights under this Agreement, to ascertain that the terms and conditions of this Agreement are being observed, and to investigate and assist in the processing of grievances.
2. The Union may designate four (4) bargaining unit employees as "SPSE-UPTE designated employee representatives" for the purposes of receiving paid release time as provided in this section.
  - a. The use of paid release time shall be for grievance-related activity including but not limited to:
    1. the hand-delivered filing of a grievance and additional filings related to the grievance, and the retrieval of Laboratory documents provided pursuant to a written request for information related to a grievance;
    2. meetings with the Employer representative to whom written grievances are presented or to whom documents related to filed grievance(s) are presented/signed or with whom time limit agreements are achieved;
    3. Informal Review meetings with management personnel held pursuant to Article 29: Grievance Procedure;
    4. All paid release time must be approved by the Steward's Division Manager or Staff Relations.