



RECOMMENDATIONS OF THE STEWARD'S GUIDELINE COMMITTEE

1. **\$35 REIMBURSEMENT PAY** – It is recommended that this compensation should no longer be considered reimbursement, but as compensation for being active.
2. **A STEWARD MUST BE QUALIFIED** (or approved) by the Chief Steward and Area Vice President, to become an active Steward; plus a Steward ***must*** attend all required meetings to be eligible for the pay (also see item 4).
3. **ACTIVE STEWARD'S QUALIFICATIONS** (to name a few):
 - A. Keeps himself/herself informed
 - B. Makes himself/herself available
 - C. Attends Area and Bi-Monthly meetings
 - D. Understands grievance procedure
 - E. Carries out duties prescribed by the Chief Steward
 - F. Promotes a good image of the Local and CWA
 - G. Is timely in handling situation and problems
 - H. Communicates with his/her Chief Steward
 - I. Has a good rapport with members
 - J. Educates the membership about CWA
 - K. Treat members equal and fairly
 - L. Has read and understands the By-Laws
 - M. Has read and understands the contract
 - N. Respects confidentiality of members affairs
 - O. Encourages members to participate in Union activities

4. A Steward that has been qualified as being active, but is excused from a meeting, will still be paid on the recommendation of the Chief Steward and Area Vice President.
5. Excused shall mean:
 - A. Absent from work/absent from meeting – same day.
 - B. Chief Steward and Area Vice president shall determine who shall be excused as provided in the guidelines of Section 5A.
 - C. No signing in of other Stewards.
 - D. Mandatory roll call of Chief Stewards and Stewards at the end of Area meetings.
6. **STEWARDS' TRAINING** – Steward applicants must be given proper training by the Chief Steward or Steward's School before being put on the Steward's List; thus making them eligible to qualify for Steward's pay.
7. It shall be the responsibility of the Stewards to police the contract and support the policies of the National and Local Union. **Stewards are not at any time during their tenure to sit in for management or act in a supervisory capacity for the Company.** This applies to all bargaining units within CWA, Local 9588 (unanimously adopted at the March 22, 2006 Membership meeting).

ADOPTED: Membership Meeting of 9/23/83

REVISED: 3/24/06: Number 1, Number 5 (B), Added Number 7

