

- 6.9 The Committee shall be entitled to hold one meeting per month during working hours at a time and venue agreed by the Company. Such meetings not to exceed 2 hours in duration.
- 6.10 It is understood that a shop steward will not leave his place of work without the permission of his immediate supervisor in carrying out his responsibilities in accordance with this Agreement; such permission shall not be unreasonably withheld.

7. MEETINGS WITH MANAGEMENT:

- 7.1 One meeting between management and the Committee shall be held monthly at a time and place agreed between the Committee and the Company. Minutes will be taken by a secretary, who will be approved by the Company and the Committee. Such minutes will be subject to confirmation at the subsequent meeting.
- 7.2 Further meetings with management other than that specified above may be convened at not less than 24 hours' notice by either party.
- 7.3 Union officials will not attend the monthly meetings. At other meetings, union officials shall only attend with the agreement of and prior arrangement with management.
- 7.4 Reasonable report back periods, to be determined by management, will be allowed for committee members to report back to the employees they represent. This report back shall be during meal and tea breaks. Each shop steward will report back to his own constituency. Joint constituency meetings (regarded as mass meetings) shall not be held.
- 7.5 In the event that unauthorised meetings take place in working hours, any time spent at such meetings will not be paid and may be subject to disciplinary action.

8. UNION SUBSCRIPTIONS:

The Company agrees to provide check off facilities to union members who request these in accordance with the agreed procedures of the National Industrial Council for the Iron, Steel, Engineering and Metallurgical Industry.

9. DISCIPLINARY CODE AND PROCEDURES:

The Company, the Union and the Committee agree that the disciplinary procedures set out in Annexure A shall apply and that all union members shall be advised by the Union that they must be followed. The Committee members shall similarly advise those employees they represent.

10. GRIEVANCE PROCEDURES:

The Company, the Union and the Committee agree that all grievances arising between them at the work place shall be dealt with in terms of the procedures in Annexure B and that all union members shall be advised by the Union that those procedures must be followed. The Committee members shall similarly advise those employees they represent.

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