

PROCEDURAL RULES

JOINT GRIEVANCE COMMITTEE

Teamsters Joint Council No. 25
and
**Mid-America Regional
Bargaining Association**

- 1.** The Joint Area Committee shall open its regular sessions on the last Thursday of each month to hear and dispose of grievances before it. The date of these regular meetings may be changed for good cause shown by agreement of the Committee's Co-Chairmen.
- 2.** The Area Committee shall hold interim sessions to hear and dispose of a grievance upon agreement of the Committee's Co-Chairmen that such a grievance warrants a special hearing date.
- 3.** To be heard at a regular session of the Committee, a grievance must be filed with its Secretary not less than ten (10) days prior to the start of its regular monthly session. At the same time, the party bringing the grievance before the Committee shall also file with the Committee a notice which has been mailed to the opposing party informing such opposing party that the grievance will be heard at the Committee's next regular session. The above ten (10) day notice rule shall also apply to interim sessions of the Committee unless waived by the parties involved.
- 4.** A grievance involving a discharge of an employee may be heard in less than ten (10) days providing both the Employer and employee involved waive the ten (10) day notice provisions of Rule 3 above.
- 5.** The Chairmanship of the sessions of the Committee shall alternate between the Chairman of the Committee's Employer panel and the Chairman of the Committee's Union panel.
- 6.** Interrogation of the parties to a grievance being heard by the Committee shall be limited to members of the Committee.
- 7.** At sessions of the Committee, except discharge cases, the grieving party shall present its case first, and the responding party second. In discharge cases, the Employer shall go first. Adequate allowance shall be made for rebuttal.

8. Grievances are not properly before the Committee unless the parties have actually been engaged in an attempt to resolve the grievance. Wage claims before the Committee must have been presented to the Employer in sufficient detail to permit investigation of them by the Employer before hearing date.
9. After a grievance is filed for hearing by the Committee, it may be withdrawn by agreement of the parties. Postponement of a grievance after filing requires the consent of both parties to the grievance.
10. After due notice, in case of the failure of either party to appear at the hearing of a grievance properly filed for hearing by the Committee, the party in attendance shall offer evidence in support of its position and the Committee shall dispose of the case on the basis of such evidence.
11. The Committee may amend, alter, delete, or add to these rules of Committee procedure upon their own agreement to do so.
12. An Employer shall not participate as a Committee member in decisions of the Committee on grievances involving his own Company or a Company in which he has managerial interest. No representative of a Local Union shall participate as a Committee member in decisions of the Committee on a grievance arising from a job over which such Union has geographical jurisdiction.
13. Only duly authorized Committee members or alternate members shall be permitted in Committee sessions as observers unless otherwise agreed to by the Committee's Co-Chairmen.

14. Oral participation in Committee sessions shall be limited to the Committee members, the grievant and regular officials or employees of the parties to the grievance. Parties to a grievance being heard before the Joint Area Committee may have present such advisors or counsel as they require but such outside advisors, or counsel may not address or question the Committee, the parties or witnesses before the Committee.
15. After hearing a grievance, the Committee shall exclude parties thereto and retire into executive session to dispose of the grievance. The Committee's Secretary shall confirm such binding decision in writing to the parties by certified mail within twenty-four (24) hours.
16. The presence of two Committee members representing the Union and two Committee members representing the Employers shall constitute a quorum for transacting the business of the Committee. Grievances shall be decided by secret ballot vote of the Committee members. In the event an equal number of Union and Employer Committee members are not present, the respective panels representing the Employers and the Union may cast votes in an amount equal the number of the members present on behalf of the panel having the fewer members present.