



# Stewards Guide to Supervisors Working

Supervisors working is a chronic problem at UPS. Here is a guide for how stewards can fight back, make UPS pay, and get members involved in the union.

## Get a list of members who want extra work

Use the seniority list to make a list of members who want the opportunity to come in early or stay late. When a supervisor is working, you'll have a list ready of members who want to do the work instead.

## When you see a supervisor working...

Ask management what steps they took and exhausted before using supervisors to do union work. Specifically, ask:

- *Did you ask anyone from the previous shift if they wanted to stay? Who? (Write down the answer).*
- *Did you offer anyone overtime? Who? (Write down the answer).*
- *Did you ask anyone to come in early to work before their normal start time? Who? (Write down the answer).*

Follow up with these members and verify management's story.

## After you see a supervisor working...

- If anyone was let go early write down who. If so, management did not maintain a sufficient workforce.
- Review violations with the Shift Manager. Ask management: *What bargaining unit members have been offered a chance to keep working?* If no one was offered the work, give management a chance to correct the violation by putting a member to work. If they refuse, file a grievance.

## Use company documents to make your case

Ask to see the attendance list from the Package Timecard Reporting System. The shop steward has the right to this information under Article 4 of the contract. Getting these lists will allow you to tell if an absence was unplanned or if it was planned. If it was planned, management needed to arrange for coverage by union workers — not use sups. Save a copy of the Package Timecard Reporting System if it helps prove your case.

## Involve your members—make it union building

- Discuss the details of the sups working violation with members who were affected or involved. Teach them how to fill out the grievance so they learn how to do it for themselves.
- Celebrate enforcement wins. Split the money or throw a pizza party with grievance checks to encourage more members to get involved and file grievances.