

## THE SCHEDULE

### **The specified method**

#### **Facilities and Time Off**

23. The employer shall agree to the union's reasonable request to hold meetings with members of the bargaining unit on company premises to discuss the Step 1 claim, the employer's offer or revisions to either. The request shall be made at least three working days in advance of the proposed meeting. However, the employer is not required to provide such facilities, if the employer does not possess available premises which can be used for meetings on the scale suggested by the union. The employer shall provide adequate heating and lighting for meetings, and ensure that the meeting is held in private. Where such meetings are held in working time, the employer is under no obligation to pay individuals for the time off. Where meetings take place outside normal working hours, they should be arranged at a time which is otherwise convenient for the workers.