

**TENTATIVELY AGREED**  
**ARTICLE XX – INFORMATION**

The Parties tentatively agree to include the following Article in a collective agreement. It is understood that final agreement is subject to ratification of the Parties' respective principals following tentative agreement on all matters. Article numbering, including any Article cross-referencing, is subject to change following agreement on all matters. The Parties reserve the right to amend or withdraw any proposal herein prior to reaching a complete tentative agreement with CUPE, or to correct an error or omission.

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**XX.01 List of Employees**

(a) Within seven (7) Business Days following the end of each month and based on the most accurate information to which the Employer has access, the Employer agrees to provide an alphabetized list of all Bargaining Unit Employees, including each person's:

- i. preferred name
- ii. a unique employee identifier
- iii. job title
- iv. mailing address as available on payroll in the month that the Employee commences their work
- v. optimal personal telephone number, and McMaster email address

Information will be reflected as currently listed in University Human Resources records. This information will be provided in electronic format.

Employees understand it is their responsibility to update their Human Resources contact information through Employee Self-Service options.

(b) For Live-In positions, a list of building assignments will be provided to the Union no later than September 30<sup>th</sup> of each year.

**XX.02** Following the Parties' mutual agreement on the final text, the Employer and CUPE will post the final Collective Agreement online.

**XX.03 Bulletin Board Space**

(a) The Employer shall provide an area of bulletin board space (with minimum dimensions of seventy (70) centimetres and fifty (50) centimetres) outside each Resource Room. This shall be clearly marked "CUPE Local 3906 information" and will be for the use of official Union notices. The Parties agree that this Article XX.03 shall not require the Employer to change the location of any current bulletin boards.

(b) The Employer shall inform the Union in writing of any new bulletin boards or

any change in location of existing boards.

**XX.04 Correspondence and Agreement Compliance**

- (a) All correspondence between the Employer and CUPE Local 3906 relating to matters covered by this Agreement, except as otherwise specified in this Agreement, will pass between the President of CUPE Local 3906 and the Executive Director, Health, Safety, Well-being & Labour Relations, or their Designates.
- (b) No Employee, other than the President of CUPE Local 3906, or their Designate(s), will be required or permitted to make any written or verbal agreement that conflicts with the terms of this Agreement. The President of CUPE Local 3906 shall provide the Executive Director, Health, Safety, Well-being & Labour Relations, with the names of such Designate(s).

**For the Union:**

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Mitchell Lupa Date  
President, CUPE Local 3906

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Caleb Smolenaars Date  
Lead Steward, CUPE Local 3906

**For the University:**

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Maggie Pooran Date  
Lead Spokesperson, Executive Director, Health, Safety, Wellbeing & Labour Relations

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Chris Eley Date  
Acting Director, Housing & Conference Services & Chair, University Bargaining Team