F. NO CARRIER WILL BE REQUIRED TO WORK OVERTIME ON A NON-SCHEDULED DAY IMMEDIATLEY PRECEEDING OR FOLLOWING SCHEDULED ANNUAL LEAVE.

For the United States Postal Service
Deborah S. Woodrum
Postmaster Kansas City, Missouri

For the National Association of Letter Carriers, AFL-CIO
David Teegarden
President Branch 30

ITEM 4: FORMULATION OF LOCAL LEAVE PROGRAM.

A. PS FORM 1547, APPLICATION FOR ANNUAL LEAVE FOR VACATION PLANNING PURPOSES, WILL BE SUBMITTED IN DUPLICATE BY DECEMBER 15. THOSE LETTER CARRIERS WHO DO NOT SUBMIT AN APPLICATION FOR VACATION PERIOD(S) WILL BE SCHEDULED FOR LEAVE BASED ON THE NEEDS OF THE SERVICE.

B. Carriers will be allowed to bid both choice and non-choice periods at the same time up to the weeks earned this leave year using Form 1547. (Not to exceed 5 weeks.)

C. In the event a letter carrier with approved leave transfer another unit within the installation, the carrier shall be allowed to take the leave as scheduled, except in serious emergency situations.

D. Only full weeks of canceled scheduled annual leave shall be posted for bid and granted to letter carriers by seniority. Canceled scheduled leave must be submitted in writing the Saturday prior to the Wednesday schedule posting.

E. Annual leave for the letter carriers will be assigned on seniority basis within a delivery unit; a delivery unit is defined as the physical location or facility of the carrier's route including any annexes. When delivery units are consolidated into one facility, new annual leave bidding for that facility will not begin until the next calendar year. Carriers consolidating into the new unit shall retain all approved leave bid in the current year.

F. After the first round of vacation scheduling has concluded carriers will be allowed to submit in duplicate on PS Form 3971 to management no less than seven (7) calendar days before the week(s) requested. Requests will be approved on a 1st come basis provided the carrier has annual leave to cover the week(s).

Deborah S Woodrum

For the United States Postal Service
Deborah S. Woodrum
Postmaster Kansas City MO

For the National Association of Letter Carriers, AFL-CIO
David Teegarden
President Branch 30

April 22, 2013

ITEM 13: THE METHOD OF SELECTING EMPLOYEES TO WORK ON A HOLIDAY.

1. PART TIME FLEXIBLES
2. VOLUNTEERS FOR THEIR HOLIDAY OR DAY DESIGNATED AS THEIR HOLIDAY BY SENIORITY.
3. CCA's IF ANY
4. VOLUNTEERS ON THEIR NON-SCHEDULED DAY BY SENIORITY.
5. NON-VOLUNTEERS ON THEIR NON-SCHEDULED DAY.
6. NON-VOLUNTEERS ON THEIR HOLIDAY OR DAY DESIGNATED AS THEIR HOLIDAY.

For the United States Postal Service
Deborah S. Woodrum
Postmaster Kansas City MO

For the National Association of Letter Carriers, AFL-CIO
David Teegarden
President Branch 30

April 19, 2013