

Local Memorandum of Understanding

Between

United States Postal Service

And

National Association of Letter Carriers, AFL-CIO

Branch 30

At

Butler, Missouri

November 21st 2011 - May 20th 2016

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NATIONAL ASSOCIATION OF LETTER CARRIERS

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ITEM 1: ADDITIONAL OR LONGER WASH-UP PERIODS.

LETTER CARRIERS SHOULD BE GRANTED SUCH TIME AS IS REASONABLE AND NECESSARY AFTER PERFORMING DIRTY WORK OR INCIDENT TO PERSONAL NEEDS AS CURRENTLY ESTABLISHED.

ITEM 2: THE ESTABLISHMENT OF A REGULAR WORK WEEK OF FIVE DAYS WITH EITHER FIXED OR ROTATING DAYS OFF.

REGULAR CARRIERS AT THE BUTLER, MISSOURI POST OFFICE WILL BE ON A REGULAR WORK WEEK WITH FIXED DAYS OFF.

ITEM 4: FORMULATION OF LOCAL LEAVE PROGRAM.

A. EMERGENCY LEAVE WILL BE GRANTED PRIORITY TO THE MAXIMUM EXTENT PRACTICAL AND POSSIBLE.

B. MANAGEMENT WILL POST LEAVE CANCELLATIONS, WITHIN A REASONABLE AMOUNT OF TIME, AND THIS TIME MAY BE GRANTED TO OTHER EMPLOYEES UPON SUBMISSION OF A COMPLETED PS 3971.

C. NO CARRIER WILL BE CALLED IN TO WORK WHILE ON ANNUAL LEAVE, UNLESS IN AN EMERGENCY SITUATION.

ITEM 5: THE DURATION OF THE CHOICE VACATION PERIOD.

CHOICE VACATION PERIOD SHALL BE DESIGNATED AS THE PERIOD BETWEEN APRIL 1 AND SEPTEMBER 30.

ITEM 6: THE DETERMINATION OF THE BEGINNING DAY OF AN EMPLOYEE'S VACATION PERIOD.

THAT ALL VACATION PERIODS BEGIN ON MONDAY.

ITEM 7: WHETHER EMPLOYEES AT THEIR OPTION MAY REQUEST TWO SELECTIONS DURING THE CHOICE VACATION PERIOD, IN UNITS OF EITHER 5 OR 10 DAYS.

THE EMPLOYEE MAY REQUEST ONE (1) OR TWO (2) SELECTIONS DURING THE CHOICE VACATION PERIOD AS PROVIDED IN ARTICLE 10, SECTION 3 D 1, 2 AND 3. THESE SELECTIONS WILL BE GRANTED ON A SENIORITY BASIS.

ITEM 8: WHETHER JURY DUTY AND ATTENDANCE AT NATIONAL OR STATE CONVENTIONS SHALL BE CHARGED TO THE CHOICE VACATION PERIOD.

EMPLOYEE ATTENDANCE TO STATE AND NATIONAL UNION CONVENTIONS SHALL NOT BE CHARGED TO THE CHOICE VACATION PERIOD.

ITEM 10: THE ISSUANCE OF OFFICIAL NOTICES TO EACH EMPLOYEE OF THE VACATION SCHEDULE APPROVED FOR SUCH EMPLOYEE.

EACH CARRIER CRAFT EMPLOYEE WILL SUBMIT FOLLOWING THE FINAL SELECTION OF THEIR CHOICE VACATION PERIODS A FORM 3971 IN DUPLICATE, COMPLETING ALL APPLICABLE ITEMS. THE DUPLICATE COPY SIGNED BY THE SUPERVISOR WILL BE RETURNED TO EACH EMPLOYEE WITHIN 10 WORKING DAYS.

ITEM 12: THE PROCEDURES FOR SUBMISSION OF APPLICATIONS FOR ANNUAL LEAVE DURING OTHER THAN THE CHOICE VACATION PERIOD.

EMPLOYEES SHALL SUBMIT FOR APPROVAL A PS FORM 3971 NOT LESS THAN FIVE DAYS IN ADVANCE FOR ANNUAL LEAVE OUTSIDE THE CHOICE VACATION PERIOD. MANAGEMENT MAY REPLY SHOWING APPROVAL OR DISAPPROVAL WITHIN THREE DAYS. ADVANCE LEAVE MAY BE GRANTED ON A SENIORITY BASIS. DAILY LEAVE MAY BE GRANTED TO THE FIRST SUBMISSION OF A PS FORM 3971 OR AS APPROPRIATE.

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

EMPLOYEES WILL BE SELECTED IN ACCORDANCE WITH ARTICLE XI, SECTION 6 OF THE NATIONAL AGREEMENT. A LIST OF VOLUNTEER AND NON-VOLUNTEER EMPLOYEES FOR HOLIDAY WORK WILL BE POSTED FOR THE FULL COMPLEMENT. SELECTION OF EMPLOYEES TO WORK ON A HOLIDAY WILL BE IN THE FOLLOWING ORDER:

1. CASUALS
2. PART-TIME FLEXIBLES
3. FULL-TIME REGULARS WHO VOLUNTEER TO WORK ON THEIR NON-SCHEDULED DAY, BY SENIORITY.
4. FULL-TIME REGULARS WHO VOLUNTEER TO WORK ON THEIR HOLIDAY OR DAY DESIGNATED AS A HOLIDAY, BY SENIORITY.
5. FULL-TIME REGULARS WHO DID NOT VOLUNTEER ON WHAT WOULD OTHERWISE BE THEIR NON-SCHEDULED DAY, BY INVERSE SENIORITY.
6. ALL OTHER NON-VOLUNTEER FULL-TIME REGULARS, BY INVERSE SENIORITY.

ITEM 15: THE NUMBER OF LIGHT DUTY ASSIGNMENTS WITHIN EACH CRAFT OR OCCUPATIONAL GROUP TO BE RESERVED FOR TEMPORARY OR PERMANENT LIGHT DUTY ASSIGNMENT.

A. THE FOLLOWING ARE CONSIDERED LIGHT-DUTY CARRIER WORK:

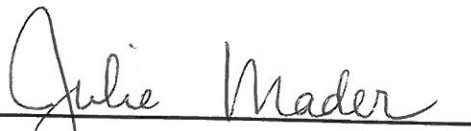
- 1. WORK AUXILIARY CARRIER ROUTES**
- 2. WORK AUXILIARY COLLECTION ROUTES**
- 3. MARKING UP MAIL EXCEPT WHEN CENTRALIZED MARK-UP IS IN EFFECT.**

B. THE ABOVE DUTIES DO NOT PRECLUDE MANAGEMENT FROM ASSIGNING LETTER CARRIERS TO OTHER LIGHT DUTY ASSIGNMENTS, AS PROVIDED FOR AND CONSISTENT WITH ARTICLE XIII OF THE NATIONAL AGREEMENT.

ITEM 21: THOSE OTHER ITEMS WHICH ARE SUBJECT TO LOCAL NEGOTIATIONS AS PROVIDED IN THE CRAFT PROVISIONS OF THIS AGREEMENT.

SENIORITY LIST OF EMPLOYEES IN THE LETTER CARRIER CRAFT SHALL BE PROVIDED BRANCH #30 OF THE BUTLER, MISSOURI, OFFICE.

The provisions of the Local Memorandum of Understanding between the United States Postal Service and the National Association of Letter Carriers at the Butler, Missouri Installation are carried forward through May 2016.



For the United States Postal Service
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For the National Association of Letter Carriers AFL-CIO
David A. Teegarden, President Branch 30

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