



USPS - NALC MONROE, OHIO 2019 - 2023 LOCAL AGREEMENT

This Local Memorandum of Understanding is entered into on May 24th, 2021, at Monroe, Ohio, between the representatives of the United States Postal Service and Branch 43, National Association of Letter Carriers pursuant to the Local Implementation Provisions of the 2019 National Agreement.

This Local Memorandum of Understanding shall be in full force and effect until midnight May 20th, 2023, unless extended by agreement between the parties at the National level. The terms of this Memorandum of Understanding are subject to the grievance procedure as contained in the National Agreement.

REPRESENTATIVES HAVE AFFIXED SIGNATURES OF AGREEMENT TO THIS COVER PAGE ONE (1) AND INITIAL EACH FOUR (4) REMAINING PAGES OF THIS COMPLETE FIVE (5) PAGE DOCUMENT.

Steven J. Scherle
Postmaster, Monroe, USPS

6-10-21

Date

Ted N. Thompson
President, Branch 43, NALC

6-10-21

Date

**MONROE, OHIO
LOCAL AGREEMENT
2019-2023**

Item 1

Article 8, Section 9 of the National Agreement provides reasonable wash-up time for a letter carrier who performs dirty work. It is the position of the U.S. Postal Service that any letter carrier should be granted such time as is reasonable and necessary for washing up after performing dirty work or incident to personal needs as currently established.

Item 2

Consistent with current practice, all full-time city carriers at the Monroe, Ohio Post Office will be on a rotating schedule. Newly established full-time positions will be assigned rotating off days by the Postmaster with concurrence of the NALC Steward or Branch 43 office.

Item 3

Whenever an emergency condition exists, i.e.—extreme weather conditions, hazardous driving, bomb threats, etc, the installation head will review, where possible, appropriate federal, state, and local governmental recommendations and directives and make a determination as to whether curtailment or termination of delivery services is necessary. In making such determination, the safety of a carrier, the protection of Postal Service property, and other relevant factors will be given appropriate consideration.

Prior to making a determination, where practicable, local management will make every reasonable effort to discuss the circumstance with the Steward or NALC Branch 43 office.

Item 4

Vacation weeks will be granted on a seniority basis. Carriers, including City Carrier Assistants (CCAs) will begin choosing vacations no earlier than December 1 of each calendar year.

Upon notification to choose vacation, the senior carrier must choose within two (2) scheduled working days. Failure to exercise a choice within two (2) scheduled working days will place the carrier after the junior most carrier for choosing vacation in the seniority round.



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The vacation selection will be comprised of two (2) rounds. All career employees will be given an opportunity to choose by seniority in the first and second round.

All non-career employees will be given an opportunity to choose, by relative standing, after all career employees have selected his/her first round picks. Granting leave under this provision must be contingent upon the employee having a sufficient leave balance anticipated when the leave is taken.

Signing for vacations by seniority will be completed by the end of December.

A copy of this article on annual leave shall be posted on the station/branch bulletin board or attached to the vacation calendar or chart.

After all letter carriers have been given an opportunity to bid vacations in the first round, a second seniority round will be conducted, with the same procedures for all remaining annual leave weeks.

Exchange of vacation weeks during the choice vacation period may be authorized by the Postmaster with the concurrence of the Steward or NALC Branch 43 office.

Item 5

The choice vacation period shall be from December 26th through November 30th.

Item 6

Vacation weeks will start on Monday and end on Sunday.

Item 7

Employees who earn 20-26 days annual leave may choose any one of the six items below. Employees who earn 13 days annual leave may choose any one of Items 4, 5, or 6 below, on the first seniority round. Leave for CCAs will be contingent upon the employee having a sufficient leave balance when the leave is taken. The first round vacation pick can be:

1. Three (3) continuous weeks, or
2. Three (3) separate weeks, or
3. Two (2) continuous weeks and one (1) separate week, or
4. Two (2) separate weeks, or
5. Two (2) continuous weeks, or
6. One (1) week



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Item 8

Jury Duty, Military Leave, and attendance at National and State conventions shall not be charged to the choice vacation period.

Item 9

The number of carriers, including City Carrier Assistants (CCAs) allowed off during the choice vacation period is one (1) per week.

Item 10

Management will issue a PS Form 3971 to each employee of the vacation schedule approved for him/her at the end of choice vacation selection.

Item 11

During the last week of November, each year, management will announce, to all carriers, the beginning date of the new leave year.

Posting of the choice vacation periods will be the last week of November.

Item 12

Incidental annual leave will be guaranteed and approved by management for up to one (1) employee from January 1st through November 30th, pending the employee requested incidental leave by no later than Tuesday of the previous week.

Should an employee fail to apply for incidental leave by Tuesday of the prior week, the leave approval will be at management's discretion.

If annual leave is available to a letter carrier in the month of December, the letter carrier craft shall be notified in advance and given a chance to bid on days available.

Item 13

The order of scheduling for holidays shall be:

1. Part-Time Flexible employees (PTF).
2. Full-time employees-volunteers by seniority and on the OTDL list.
3. Full-time employees-volunteers not on the OTDL list.
4. City Carrier Assistants (CCA).
5. Full-time employees-non-volunteers by juniority.



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Item 14

The Overtime Desired List will include all full-time city letter carriers.

Item 15, 16 & 17

Light duty assignments for carriers, including City Carrier Assistants (CCA), will be any available work that the carrier is able to perform, in accordance with Article 13 of the National Agreement and medical restrictions.

Qualified employees on light duty will be assigned light duty at the nearest available unit where light duty is available.

Item 18

Section as referred to in Article 12 of the National Agreement on reassignment is agreed to be the entire carrier work force of the Monroe, Ohio Post Office.

Item 19

The present parking program of carrier parking on site will continue.

Item 20

Item 21

When a letter carrier route or full-time duty assignment, other than the letter carrier route(s) or full-time duty assignment(s) of the junior employee(s), is abolished at a delivery unit as a result of, but not limited to, route adjustments, highway, housing projects, all routes and full-time duty assignments at that unit held by letter Carriers who are junior to the carrier(s) whose route(s) or full-time duty assignments was abolished shall be posted for bid in accordance with the posting procedures in Article 41.

Item 22

Vacant full-time carrier assignment will be posted for fifteen (15) calendar days.

Two (2) copies of the carrier seniority list will be given to the NALC Steward at the Monroe, Ohio Post Office, and NALC Branch 43 office.

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