



USPS - NALC MORROW, OHIO 2019 - 2023 LOCAL AGREEMENT

This Local Memorandum of Understanding is entered into on May 10th, 2021, at Morrow, 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.

Jennifer Baker oic Morrow

Elmer W. Ault
Postmaster, Morrow, USPS

10-22-21

Date

Ted N. Thompson

Ted N. Thompson
President, Branch 43, NALC

6-16-21

Date

MORROW, OHIO
MEMORANDUM OF UNDERSTANDING
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

All full-time carriers at the Morrow, Ohio, Post Office will have fixed Saturday off days.

ITEM 3

Guidelines for the curtailment of Postal operations:
When the Director of the Warren County Civil Defense informs the Postmaster of conditions of imminent danger to Postal employees, or if local conditions such as civil disorder, safety and health of the employee, or hazardous weather conditions warrant, the Postmaster or his/her designee will discuss with the President of the NALC or his/her designee the channels being used to notify employees of curtailment of operations.

ITEM 4

Employees will choose a vacation period they desire in order of seniority. Beginning December 1, employees will begin signing for their vacation choices on the vacation calendar or chart.

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 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.

After all eligible carriers have opted for up to 15 days in the first round, the same procedure will be followed by seniority for the second round.

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



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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.

ITEM 5

Beginning in 2022, the choice vacation period shall be January 1st through the first Saturday in December.

ITEM 6

Vacation weeks will begin on Monday and end on Sunday.

ITEM 7

Employees who earn twenty (20) or twenty-six (26) days annual may choose any one of the following from the choice vacation period:

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

Employees, including City Carrier Assistants (CCA), who earn thirteen (13) days annual leave may select any two (2) weeks during the leave year. Leave for CCAs will be contingent upon the employee having a sufficient leave balance when the leave is taken.

ITEM 8

Attendance at National or State conventions, Jury Duty and Military Leave are not to be charged to the employee's choice vacation period. Letter carriers attending any of the above during the choice vacation period shall be eligible for another available period within the choice vacation period.

ITEM 9

The maximum number of employees, including City Carrier Assistants (CCAs), allowed off during the choice vacation period shall be one (1).

ITEM 10

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

ITEM 11

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



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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 (1) one employee from January 1st through the first Saturday in December, pending the employee requested incidental leave by no later than Tuesday of the previous week.

Requests for incidental annual leave shall be made as far in advance as possible by submission of forms 3971 in duplicate. The 3971 will be hand delivered to the employee's immediate supervisor who in turn will initial receipt of the form. The supervisor will approve such leave request by return of validated copy of form 3971 within 24 hours.

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 after the first Saturday in 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 will be:

1. Part-Time Flexible employees (PTF).
2. City Carrier Assistants (CCA).
3. Full-time employee volunteers by seniority.
4. Full-time employee non-volunteers by juniority.

ITEM 14

The overtime desired list shall be posted for all full-time regular carriers at the Morrow, Ohio Post Office.

"Updated" as used in Article VIII, Section IV of the National Agreement, shall be construed to mean reduced to zero (0) at the beginning of each calendar quarter.

When a carrier desires it, within two weeks after making regular, he/she may, at his/her option, sign his/her name to the overtime desired list and shall be credited with overtime hours equal to the employee with the greatest amount of overtime hours at time of being placed on the list.



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ITEM 15, 16 & 17

Light duty assignments for carriers at the Morrow, Ohio Post Office will be any available work in the carrier craft which ill or injured employees may be able to perform.

ITEM 18

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

ITEM 19

The present practice of parking shall continue.

ITEM 20

Annual leave requested prior to the determination and posting of the choice vacation period to attend union activities will be charged to the choice vacation period.

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, highways, 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 assignment(s) was abolished shall be posted for bid in accordance with the posting procedure in this Article.

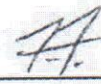
ITEM 22

Vacant duty carrier assignments 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 Morrow, Ohio Post Office and NALC Branch 43 office.



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