PRESIDENT'S MESSAGE • MEMBER WELL-BEING

A Message from the Local President

Jacqueline (Jackie) Bishop | President, MTS Local 152

Leadership, appreciation, and a reminder that confidential support is available to postal employees and their families.

Hello Brothers and Sister, my name is Jacqueline (Jackie) Bishop. I have been a Shop Steward since 2016 and MTS 152 local Vice President until I was newly elected President in this past election. I would like to thank you (members) for trusting me.

I would like to say Congratulations to the 3 newly elected Vice President, MVS and Maintenance craft Directors.

I would like to say a special Thank you to Mrs. Trina Wynn. Thank you so much for preparing and always believing in my potential. I truly could not have reached this milestone without your guidance. You are the best mentor, the best leader, and truly a blessing. You truly are the voice of Wilm. DE local area 152.

Behavioral Health: Help Is Available

Everyone has been through and/or is going through some type of behavior Health challenge. Like being Stressed at work due to short staffing, longer and heavy work assignments, or being Bullied by a disrespectful supervisor or taking care of a sick and/or elderly family member. All this can put a strain on any human body, mind and soul.

So let me tell you about a FREE Program called E.A.P (Employees Assistance Program).

What is the Employees Assistance Program (EAP)?

A voluntary work-based program that offers FREE and CONFIDENTIAL short-term counseling to USPS employees and family members.

What type of assistance does EAP provide?

They offer counseling services for mental health problems, personal problems, work-related problems, and drug and alcoholic problems. The counseling service is provided by New Direction Behavioral Health. They are contracted through FOHS (Federal Occupational Health Service).

EAP offers 6 counseling sessions per case. If you need more than 6 counseling sessions, EAP may offer you 6 more additional sessions.

How much does this service cost?

This service is FREE to All Postal employees and family members (same household).

When is the best time to contact EAP?

The EAP hotline is open 24 hours a day and 365 days (12 months) a year.

How long does it take to get an appointment or to see a counselor?

Emergency counseling meetings should be seen within 24 hours. An urgent meeting should be seen in 48 hours (about 2 days) and should Never take more than 5 days to be seen by a counselor.

Can you visit an EAP counselor on the postal clock?

Yes, your first visit may be on the USPS clock. If you choose to make your appointment on the clock, coordinate and inform your counselor and supervisor or manager. Also remember all future visits may be scheduled during your non-working hours, and you can use your leave to attend these meetings.

EAP and Last Chance Agreements

If EAP is confidential, voluntary, and non-disciplinary, why is participation in EAP sometimes included in "Last Chance Agreement"? Unfortunately, there are occasions when a well-intentioned program is misused by supervisors; this misuse plays a part in undermining the program's effectiveness. APWU's position is that if participation in EAP is included in a Last Chance Agreement, it should be a strong recommendation – not a requirement. In our opinion, any stipulation that requires EAP participation transforms EAP to a non-voluntary program (See ELM 871.31). The National EAP Committee agrees that failure to attend EAP sessions should not be the sole catalyst for disciplinary action. (From the APWU (American Postal Workers Union,) website)

There are 5 JCEAP (Joint Committees Employees Assistance Program). They serve as the eyes and ears of the program from your local perspective. They are in Detroit, Los Angeles, Philadelphia, St. Louis, and Springfield MA.

How to contact EAP

Phone: 1-800-EAP4YOU (1-800-327-4968) | TTY: 1-877-482-7341
Website: www.EAP4YOU.com

Other independent organizations: Alcoholics Anonymous — www.aa.org | Domestic Violence — www.thehotline.org | Gamblers Anonymous — www.gamblersanonymous.org | Narcotics Anonymous — www.na.org

APWU MALCOLM T. SMITH

LOCAL AREA 152

EXECUTIVE VICE PRESIDENT'S NEWSLETTER

United We Stand. Educated We Grow. Together We Fight.

To All APWU Local 152 Union Members,

My name is Shawana Layne, and I am honored to serve as your Executive Vice President and a Mail Processing Clerk in Automation. I also bring over 20 years of experience as an On-the-Job Instructor (OJI) in Automation at the Delaware Processing and Distribution Plant. Throughout those years, I have gained valuable knowledge and experience in mail processing, operations, training, and the importance of understanding our responsibilities as postal employees. I believe that knowledge is power, and it is important that we continue educating ourselves, supporting one another, and making sure every member understands the importance of their position, their rights, and their responsibilities.

AUTOMATION: PREPARING FOR THE FUTURE

As we look toward the future, we must recognize that management has already made decisions regarding mail consolidation. With these changes approaching, we must be mindful of how we process the mail. Our focus must be on processing efficiently, effectively, and productively. One of the areas we need to strengthen is our sense of urgency when moving mail out of the building. This is an area where improvement is necessary. We must also pay closer attention to accessing Nationwide for the United States Postal Service and understanding the resources available to us. I strongly believe that official, structured training should be provided to all incoming employees, along with refresher training for experienced employees who feel they need additional guidance. Proper training can make a significant difference in how we perform our jobs, improve productivity, and develop the urgency needed to keep mail moving. Attendance is equally important. During this busy season, we must make every effort to report to work as scheduled and arrive on time. Additionally, we must take safety seriously by completing PS Form 1767 whenever we identify an unsafe working condition. Our physical health, mental well-being, and overall safety matter. Take the time to familiarize yourself with safety guidelines so that we can work together to ensure management provides a safe working environment for everyone.

KNOW YOUR RIGHTS, KNOW YOUR RESPONSIBILITIES

It is important that every employee understands how to verify their clock rings and ensure their daily work hours are accurately accounted for. Make it a habit to review your clock rings and confirm that your time reflects the hours you actually worked, including your scheduled eight-hour workday when applicable. Do not overlook discrepancies. If something does not look right, seek assistance. Safety must also remain a priority, not just for yourself but for the employees working alongside you and those who follow your shift. We also need to become more familiar with the Family and Medical Leave Act (FMLA), including how to obtain, complete, and submit the necessary paperwork. If you have questions or need guidance, do not hesitate to reach out to your union stewards. You do not have to navigate these situations alone. Understanding FMLA protections is especially important for employees dealing with personal medical needs or caring for eligible family members. My goal is to encourage education and communication so that we can address concerns before they become bigger problems. I firmly believe that consistent, official training will help change the direction of our current operations, improve our performance, and hopefully establish the sense of urgency necessary to move mail out of the building and create capacity for incoming mail.

JOB BIDS, LEAVE, AND KNOWING WHAT'S AVAILABLE TO YOU

Please keep an eye out for upcoming job postings and bid opportunities. We have employees approaching retirement, which means opportunities may become available. However, it is extremely important to read every detail carefully before submitting a bid. Pay close attention to the reporting days, scheduled days off, start times, and all other information listed on the bid. We have experienced several issues involving these details, and employees need to be aware of what they are bidding on. Please also keep in mind that management has been changing the posting and drop dates for job bids, so stay informed and pay attention to all postings. Another important subject is leave. If you have a medical condition or care for an eligible dependent, please make sure you understand whether you qualify for FMLA protection and how to obtain coverage. Understand how sick leave and annual leave are earned, accumulated, requested, and used. Your leave is an important part of your employment benefits, and you should understand the policies governing it. Working for the United States Postal Service comes with responsibilities, but it also comes with contractual rights and benefits. Never hesitate to ask questions, review the applicable policies, or seek assistance from your union representatives when something is unclear.

IN CLOSING: UNITY, EDUCATION, AND SOLIDARITY

As your Executive Vice President, I want to encourage every member to stay informed, stay involved, and stay connected to your union. We may not always agree on every issue, but we should always be able to come together when it matters most. A stronger union begins with educated members, open communication, accountability, and a willingness to stand up for what is right. My commitment is to continue learning, listening, educating, and advocating for our membership. We must never forget that our strength comes from standing together. When one member needs support, we should all understand the importance of standing in solidarity. Let us continue to hold ourselves and management accountable while protecting the rights, dignity, and respect of every employee.

Together, we can make a difference. Together, we can create change. Together, we stand stronger.

In Union Solidarity,

Shawana Layne
Executive Vice President
APWU Malcolm T. Smith Local Area 152

Educate. Empower. Unite. Stand for What Is Right.

WORKPLACE EDUCATION

IRS Audit vs. Department of Labor Audit

Tiana Martin | Secretary-Treasurer

Both audits review records, but they focus on different responsibilities: taxes versus employee pay and labor-law compliance.

Nobody likes hearing the word "audit," especially when it involves their business. But not all audits are the same! Two types of audits employers should understand are IRS audits and Department of Labor (DOL) audits. While both involve reviewing company records, they focus on different areas of the business.

What Is an IRS Audit?

An IRS audit is basically a closer look at your business's taxes and financial records. The IRS wants to make sure everything has been reported correctly, including income, expenses, deductions, and taxes paid. If your business is selected for an audit, you may be asked to provide tax returns, bank statements, payroll records, receipts, and other financial documents. The IRS looks for missing income, incorrect deductions, or unpaid taxes. If something doesn't add up, your business could owe additional taxes, interest, or penalties.

What Is a Department of Labor Audit?

A Department of Labor audit focuses more on your employees and how they are being paid. The DOL wants to make sure businesses are following labor laws and treating employees fairly. This includes checking minimum wage, overtime, employee classifications, and timekeeping records. Employers may be asked to provide payroll reports, employee timecards, job descriptions, and personnel files. If problems are found, the business may have to pay back wages, additional damages, or penalties.

Why Does This Matter?

The easiest way to remember the difference is that the IRS focuses on whether your business is handling its taxes correctly, while the Department of Labor focuses on whether your employees are being paid correctly. Both types of audits can be stressful, time-consuming, and expensive if records aren't in order. The best thing you can do is stay organized, review payroll regularly, make sure employees are classified correctly, and keep up with tax filings.

In Unionism,
Tiana Martin
Secretary-Treasurer

CLERK CRAFT UPDATE • NOVEMBER 2026

Clerk Craft Director Newsletter

Charles Phillips | MTS APWU Local 152

Check your duty assignment description: a missing Principal or Primary assignment may affect bid-job protections and grievance eligibility.

Every clerk duty assignment job has a “Principal” or “Primary” assignment listed with it in the job description. If you occupy a job that does not have a “Principal” or “Primary” assignment in the job description, you should file a grievance to have one listed on it.

Why the Principal or Primary Assignment Matters

The reason is that without a Principal or Primary assignment, you may be subject to being moved out of your bid job regardless of your seniority if the junior clerks in your section DO have an assignment on their job description. Management will argue that you are not part of that section because of the lack of a Principal or Primary assignment. Or, you could lose out on a class action grievance pay out because you may not be considered part of the section awarded compensation through a grievance.

What the Contract Says

Article 37.3E “Information on Notices” in the CBA states: “Information shall be as shown below and shall be specifically stated:” … “5. The principal assignment area… where the greater portion of the assignment will be performed. Management will post the duties on Mail Processing Clerk duty assignments.”

Keep Your Clock Rings Accurate

Also, if you are moved out of your “principal” assignment for more than 40 hours during a Pay Period, you need to file a grievance for a violation of the CBA and JCIM Articles 37.3E and 37.3.F.10. But make sure you make your clock ring moves, if you don’t, it will make it hard to prove where you really worked.

Keep your job description and clock-ring records accurate—and ask your steward about a possible grievance.

MOTOR VEHICLE SERVICE

A Message to Local 152's Motor Vehicle Service Craft

Devon D. Logan, MLS | MVS Craft Director

Clear schedules, safe vehicles, and timely information help protect MVS employees and support reliable service.

Members of Local 152's Motor Vehicle Service Craft, I'm Devon D. Logan, your MVS Craft Director. This article is for every MVS employee whose work depends on clear schedules, safe vehicles, and timely information about leave and workplace concerns. MVS employees work different tours and assignments, so keep the notices and instructions that apply to your own schedule and assignment readily available.

Holiday Season

As holiday schedules and daily coverage change, review your work schedule and leave balances, and keep a copy of requests you submit. Follow the established call-in procedure when you cannot report for duty, and make sure your supervisor receives the information required by the applicable process. A request is not the same as approval, so retain any response and follow up if you are unsure whether leave was approved or how an absence was recorded.

Medical Leave & FMLA

Moreover, if a medical condition may require time away from work or an adjusted schedule, contact the appropriate USPS office about the FMLA process and required forms; I will also be glad to assist. Ask questions early, keep copies of what you submit, and contact your steward if you need help understanding a response or believe a rule was applied inconsistently. Medical details should be provided through the proper confidential process rather than shared broadly at work.

Bids

Further, members should also review bid and schedule notices carefully, note deadlines, and ask a steward about eligibility or assignment questions before the deadline passes. Do not rely on an informal conversation as the only record of a request or decision; save written messages and note when and to whom information was provided.

Overtime

MVS employees should pay attention to schedule and overtime records. Note the date, assignment, hours offered or worked, and any relevant conversation when a schedule changes, overtime is offered, or a concern arises. Keep your own records and promptly bring a possible bidding, seniority, overtime, or scheduling issue to a steward so it can be reviewed while the details are fresh. Records help the representative determine what happened and whether follow-up is needed. If a work assignment or overtime opportunity appears to have been handled differently from the applicable procedure, describe what you observed and identify others who may have relevant information; avoid making assumptions before the facts are checked.

Safety

Lastly, vehicle safety remains central to our work. Report a vehicle defect or unsafe condition promptly through the required USPS forms and process, identify the vehicle and issue as clearly as possible, and preserve any report or response. Follow applicable safety instructions and ask for clarification if you do not understand a direction. Do not assume that someone else has documented a concern you raised.

In closing, whether the issue involves leave, hours, an assignment, or equipment, timely reporting and accurate records help protect you and support safe, reliable service for the public.

I wish you all a safe, healthy, and happy holiday season.

In Solidarity,
Devon D. Logan, MLS
MVS Craft Director
APWU Wilmington, DE/MTS Area Local 152

MAINTENANCE CRAFT

Maintenance Craft Report

Daryl Blue | Maintenance Craft Director, Local 152

Protecting Maintenance work starts with accurate records of assignments, unfinished tasks, and staffing needs.

Brothers and Sisters,

My name is Daryl Blue, your elected Maintenance Craft Director for Malcolm T. Smith Local 152, Delaware Area. I have 21 years with the Postal Service, including 12 years in Maintenance. Thank you for the opportunity to represent our craft.

Document the Work

As we move through the fourth quarter, staffing and protecting our work are concerns. Filling vacancies and showing where more Maintenance jobs are needed starts with a clear picture of the work. Members can help by keeping accurate records of assignments, unfinished tasks, and staffing shortages.

> **“Do not sign off on work as completed when it was not done.”**

This applies to cleaning routes, preventive maintenance, repairs, and other assignments. Your paperwork should show what you completed.

When unfinished work is marked complete, it can make it appear that the current staff is getting everything done. That hides the work still waiting and can weaken the union's case for more positions. It can also make it harder to defend existing jobs when management proposes cuts.

Accurate Records Support Our Craft

Accurate records help show the need for enough custodians, mechanics, technicians, and other Maintenance employees. They support the union when asking management to fill vacancies, create needed positions, and keep Maintenance work in our craft. Records alone do not guarantee new jobs, but they help us make the case.

If you cannot finish an assignment, tell your supervisor and document what remains and why. Whether the reason is limited time, missing parts, equipment problems, or another assignment, the record should be honest.

If you are pressured to mark unfinished work complete, contact your steward or me promptly. Keep the date, assignment, and details of what was said.

> **Protecting our jobs starts with showing the work that needs to be done.**

In solidarity,
Daryl Blue
Maintenance Craft Director
Local 152

LEGISLATIVE UPDATE

A Word from the Legislative Director

Hannah Lowe | Legislative Director

Vote-by-Mail processing, ballot monitoring, and the continuing union fight over USPS ballot-transmission rules.

We did it! We stood our ground and processed the Vote-By-Mail ballots like we have done in the past. This all happened because of the Supreme Courts September 14, 2026, ruling over Trumps Executive order, which was not in affect for the November mid-terms. Our Ballot Monitors worked diligently to make sure all ballots were processed and sent to the correct facilities.

This executive order cracks down on mail-in voting and requires the Postal Service to transmit ballots only to individuals enrolled in state-specific lists. The APWU is fighting to have this rule removed.

Election Day: Historic Firsts

November 3, 2026, Election Day paved the way for many first in some states. Texas voted in their first Latina Governor, Gina Hinojosa. Wisconsin voted in their first Black Governor. David Crowley. The very First Female Native American Governor, Deb Haaland come out of New Mexico. Georgia is voted their first Black female Governor, Keisha lance Bottoms. California Elected their First Latino Governor, Xavier Becerra. Florida voted for their first Black Governor, Byron Donalds. Ohio elected their first female governor, Amy Action.

In the Senate, Abdul El-Sayed becomes the first Muslim to be elected. Peggy Flanagan becomes the First Native American Woman to be elected to the Senate. Chris Pappas Becomes the first openly gay man Elected to the Senate.

Stay Engaged

Each month President Johnthan Smith does live check ins via the APWU, I encourage everyone to RSVP and attended. This month's topic is the Vote-by-Mail, USPS issued a rule that still exists just was blocked for the mid-terms. This rule could still affect the 2028 elections. November 10, 2026 at 7pm.

"Thank You for reelecting me as your Legislative Director."

Hannah Lowe
Legislative Director

BENEFITS • WORKPLACE SAFETY

Health Plan Open Season & Workplace Safety

Deidre Kerr | Director of Industrial Relations

Open Season deadline, 2027 plan rates, plan changes, leave-exchange options, and employees' safety rights.

Dear Brothers and Sisters,

The open season to make any changes to your health plan is here. Open season runs until Dec 14th 2026. This is your only time to change things unless you have a life changing event. I also suggest not to wait until the last minute to do it. The health plan has virtual open season sessions. The dates are Nov 10 and 17 and Dec 1 and 8; times are from 12pm to 2 pm. This will be with the APWU health care representatives; they can answer all your questions. Visit APWU Health Plan website for more information.

2027 APWU Health Plan Rates

Yes, the APWU health rates are going up for the 2027 year. The high option biweekly rates will be as follows: Self $142.97; Self plus 1 $279.13; and Self + family $358.88. The following changes are for the high rate: 1. They will no longer have Express Scripts; it will be OptumRx. This is to be with what Consumer Driven has. 2. The out-of-pocket maximum has increased to Self $15,000 and Self +1 and Self + family to $30,000. My guess is that due to the prescription part you will receive new health insurance cards in the mail.

The consumer driven prices will be going up as well. If you have been in the Postal Service health benefit 1 year and an APWU bargaining unit employee, the rates are as follows: Self $51.70; Self plus 1 $114.87; Self and family $129.12. These are the bi-weekly rates.

Under the Consumer Driven plan, the rates for employees that have not had postal health benefits for 1 year and PSEs are as follows: Self $100.21; Self +1 $217.81; and Self + family $237.61. To any PSE that has had 1 year in the Postal Service, I would recommend looking at the Consumer Driven plan, as once you make regular and have had one year in the PSHB plan you will drop to the lower rate.

The only change to the Consumer Driven plan is out-of-network maximum pay. Self is going to $15,000. Self +1 and self and family to $30,000.

Other Open Season Choices

You should have received a booklet from USPS with QR codes to scan and make other changes as well. The other things that you can change during open season are the annual leave exchange program. This is only if you used less than 75 hours of sick leave and are in excess of annual leave; you can sell back up to 80 hours. Federal Employees Dental and Vision Program. Flexible spending amount. These can only be changed during open season, which runs from November 9th to December 14th.

Workplace Safety

Everyone has the right to fill out a 1767 if you feel there are safety issues that need to be addressed. You also have the right, if management is not doing anything about it, to contact OSHA. You also have the right to call 911; this falls under ASM 273.133. Employees can under this as well use fire extinguisher equipment, and assist with the injured. If an emergency exists under ELM 866.3, for handling an emergency is to call 911 immediately.

In unionism,
Deidre Kerr
Director of Industrial Relations