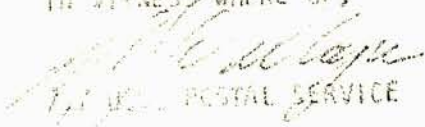


UNITED STATES POSTAL SERVICE  
UNION CITY, N.J. 07067

MEMORANDA OF UNDERSTANDING

This Memoranda of Understanding, entered into on May 1, 1985 between the representatives of the United States Postal Service, Union City Post Office and the designated agent (s) of the Union (s) signatory to the National Agreement, Branch 38 Union City Station pursuant to the Local Implementation Provision of the 1984 National Agreement. This Memoranda of Understanding constitutes the entire agreement on matters relating to Article XXX (30) of the National Agreement.

IN WITNESS WHERE OF,

  
E.J. Willough  
POSTMASTER

UNION CITY, N.J. 07067-9998


DESIGNATED AGENT  
FOR NATIONAL ASSOCIATION  
OF LETTER CARRIERS  
AFL-CIO  
BRANCH 38  
UNION CITY STATION

UNION  
RECOGNITION

PARTIES TO THE AGREEMENT

1. This Local Memorandum of Understanding entered into to supplement the nationally negotiated agreement represents and constitutes an agreement between the Union City, N.J. Post Office and Branch 38 Union City Station.
2. The agreement covers all crafts and occupational group employees of this post office in units established at the local level for which the organization has been certified as the exclusive representative. The employees organization represents only those crafts or occupational employees established at the local level for which the organization is certified as the exclusive representative, to wit:

CITY CARRIERS

3. This agreement has no force and effect with respect to employees in craft units not represented by the organization party to this agreement.
4. The following employees in the units represented herein are not covered by this agreement.

Managerial EMPLOYEES  
SUPERVISORY EMPLOYEES

5. City Carrier: Any employee assigned to perform any type of mail delivery duty, sorting of mail on carrier routes, delivery of special delivery mail, etc., whether a part time regular or full time regular shall be deemed to be a member of the city carrier force, unless he/she has a specific roster designation for some other craft.

RECOGNITION (CONT)

6. Any impasse items resolved at a higher level, shall become part of this memorandum of understanding.
7. The carrier craft in the Union City Post Office shall make up the carrier section.
8. Branch 38 Union City Station shall be notified as soon as possible, of the assignment of employees by management, in the carrier section.

ARTICLE XXX (30)

ITEM #

1. Two five (5) minute wash up periods on the clock will be permitted, one in the morning before leaving and one in the afternoon.
2. Non-work days shall be granted on a rotating basis weekly, starting Saturday and ending on Friday of each week.
3. When Federal, State Civil Defense, Military Authorities or local authorities issue warnings that conditions exist, which can be dangerous to the general public, a consultative meeting between Management and the Union will be held as soon as possible to determine and take whatever action is appropriate.

ARTICLE XXX (30)

ITEM # 4

- A. Each employee shall be responsible for planning his/her own vacation in accordance with his/her needs, and must have the required A/L when said leave time arrives.
- B. Seniority shall prevail in picking of vacation.
- C. No swapping of vacation periods shall be permitted.
- D. Carriers may cancel their vacation at any time. All cancellations which will be in writing to Management, will be re-posted as soon as possible after notification. Only those carriers, by seniority, who did not have an opportunity at previous pick will be eligible to pick.
- E. Management will assume the responsibility of notifying employees, absent on extended leave when it is their turn to pick vacation.
- F. Consideration will be given by management to all applications for leave.
- G. Vacation lists, shall be signed in appropriate spaces in ink or ball point pen. A Form 3971 shall be submitted to the carrier supervisor who shall sign this form and make an immediate entry for the vacation period picked on the Supervisors copy of the original vacation list. This second list is to be kept in Managements possession at all times.

LEAVE CONT.

ITEM #4

- H. Vacation lists may be retained by a Carrier for a maximum of two working days at the end of this period the list must be passed on to the next senior carrier. The date that a carrier is given the vacation list shall be placed next to his/her name.
- I. If casual employees are hired, after implementation of choice vacation, management will consult with the Union and consider granting extra carriers during the Choice Vacation Period.
- J. Carriers who become ill while on annual leave during the Choice & Non Prime Time Vacation period and request a minimum of forty (40) hours sick leave and is approved by management in lieu of annual leave shall be allowed to have another Choice & Non Prime Time Vacation Pick, providing the week (s) selected do not exceed the maximum allowable number of employees off during the Choice & Non Prime Time Vacation Period and does not deprive another employee of his/her first Choice & Non Prime Time Vacation period.

ARTICLE XXX (30)

LEAVE

ITEM #5

The duration of the Choice Vacation period shall be twenty-one (21) weeks beginning with the first full week of May.

ARTICLE XXX (30)

LEAVE

ITEM #

6. The beginning day for the employees vacation shall be on Monday.
7. Within the limits as set forth in the National Agreement (Article X Sec. D) carrier at his/her option, may request two (2) selections during a designated vacation period in units of five (5) or ten (10) consecutive days, or may, at his/her option, request fifteen (15) consecutive days during the vacation period.
- 8A. Carriers attendance to Federal or District Jury Duty, or Military duty, shall not be charged or included as a vacation pick during the Choice Vacation Period.
- 8B. In Prime Time 8 Carriers will be permitted to attend Union Functions and will be charged to the Prime Time Vacation Period.
- 8C. During the Prime Time Vacation, if a holiday falls in a carriers vacation selection that is their 6 day week, that carrier has the option to select the Saturday of said vacation week as vacation time.

ITEM #9

The maximum number off during the choice vacation period shall be 14%. In those instances when the percentage is applied and the result is less than a whole number, it will be rounded off if the number is .5% or above.

10. When a Carrier signs his/her in space provided for a Choice Vacation Pick and Form 3971 is submitted, this shall indicate Managements approval of the Vacation Chosen by the carrier.
11. Management will notify all carriers of the new vacation year by posting a notice on the Carriers Bulletin Board by the Carriers time clock.
- 12A. An employee may submit a Form 3971, request for Annual Leave at any time, and Management will consider the request.
- 12B. Non-Prime time vacation period shall commence the week immediately following the prime time vacation, and run through the week prior to the next years prime time vacation period excluding the month of December.
- 12C. Three (3) Carriers per week will be given off during non-prime vacation period.
- 12D. ~~\*\*\*\*\*~~ only In the non-prime time vacation period may a carrier select increments of 5 or 10 consecutive work days even if a Holiday falls within those selections.
- 12E. In non-prime time 5 carriers will be permitted to attend Union Functions. 3 carriers will be from the regular non-prime time vacation pick. Additional carriers will be given off if possible.

ARTICLE XXX (30)

HOLIDAY

ITEM #13

The following procedures shall be followed when scheduling for holiday work.

1. Casuals and Part-Time Flexibles employees (even if overtime is necessary).
2. Holiday or designated holiday volunteers.
3. Non-Scheduled (volunteers) by seniority.
4. Non-Scheduled by Inverse seniority (non-volunteers).
5. Holiday or Designated Holiday (Inverse Seniority non-volunteers).

LIGHT DUTY ASSIGNMENTS

ITEM #17

- A. Within the carrier craft the following shall be considered as light duty assignments, such as, but not limited to:
  - 1. Labeling Cases.
  - 2. Provide assistance in casing of Routes.
  - 3. Update Form #3962.
- B. Management shall not have a maximum number of light duty assignments.

OTHER NEGOTIABLE ITEMS

ITEM #21A

A Carrier Technician must move within his/her string of (5) routes, when a regular carrier is called in to work overtime on his or her route.

21B

Only when a regular carrier is called in on overtime on his or her route will a Carrier Technician bump a Part-Time Flexible who has bid on a route within the Technician string of (5).

ARTICLE XXX (30)

SENIORITY, POSTINGS, REASSIGNMENTS

ITEM #22

- A. When vacancies occur in authorized assignments, i.e. foot routes, combination routes, utility and technician assignments, they shall be posted as soon as possible. The posting shall last for a period of ten (10) calendar days, starting at 0800 on the morning of the posting. In the event the provision of Article XLI (41) Section 3.0 are placed into effect, the posting time shall be extended to twenty-one (21) calendar days.
- B. Senior bidders may withdraw his/her bid at any time before the closing date of bidding, if this should occur, the next senior bidder shall be declared the successful bidder. When there are no bidders the route shall be assigned to the junior unassigned regular.
- C. Assignment of route (s) to the successful bidder (s) shall be made within fifteen (15) calendar days after closing of bid (s), except during month of December.
- D. Form 1717 shall be placed in bid box and opened by Union and Management on closing date.
- E. An up-dated seniority roster, shall be posted next to the carrier time clock.

SENIORITY, POST REASSIGNMENTS CONT.

ITEM #22F

Whenever it becomes necessary to declare any position or assignment excess to the carrier craft, the junior regular full time employee, will be the person excessed. The junior full time employee who is excessed will be given the option of reverting to part-time flexible status within the carrier craft. Consideration will be given towards reassignment or transfer to existing vacancies in other crafts within the same installation.

ARTICLE XLI (41)

SECTION 3, 0

"When a letter carrier route of 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 adjustment, 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 assignment (s) was abolished shall be posted for bid in accordance with the posting procedures in this Article".