

LOCAL MEMORANDUM OF UNDERSTANDING

BETWEEN

U.S. POSTAL SERVICE, MICKLETON, NJ 08056

AND

SOUTH JERSEY AREA LOCAL, APWU

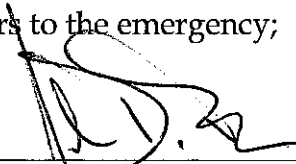
The parties mutually agree, in accordance with Article 30 of the 2015 National Agreement that the provisions of present effective Memorandum Of Understanding between the parties hereto is of full force and effect upon execution of this Memorandum Of Understanding except as may be inconsistent with the National Agreement.

1. Wash-up Management shall grant a reasonable wash-up period before lunch and at the end of tour consistent with working conditions.
2. The regular work week for FTR will consist of two fixed drop days
3. Curtailment of postal operations.

It is recognized by both parties that on occasion, emergency conditions may exist which would encourage the employer to consider the curtailment of operations. In cases of such emergency conditions, the employer will, prior to making a decision to curtail operations, take into consideration such factors as:

- a. The degree of emergency as stated by and acted upon by responsible governmental authorities:
- b. The requirements and reactions of its customers to the emergency;


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c. The accessibility of postal operations and its customers to the employer and employee.

d. Prior to taking action to curtail the mail, the employer will notify the union of its decision and plan of implementation.

4. Local leave program to include: Each employee will submit form 3971 no later than March 1st. This will be for the choice vacation selection and it will be returned to the employee no later than March 10.

5. The duration of the choice vacation period will be from the first Monday in May to the third Saturday in September and include the week of Thanksgiving, the week after Easter Sunday, and Christmas week from December 25th to and including January 1st.

6. The beginning day of the employee's vacation will be Monday.

7. Employees at their option may select two (2) selections during the choice period in units of either five (5) or ten (10) days, the total not to exceed 15 days. Such selections are made by seniority.

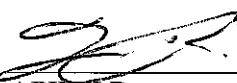
8. Jury duty and attendance to National and State Conventions shall not be charged to choice vacation periods provided the local management, in the case of National or State Conventions is notified prior to March 1.

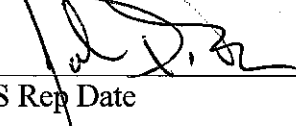
9. The maximum number of clerks who shall receive leave each week during the choice vacation period shall be one.

10. An official notice to each employee of the vacation schedule approved for him or her shall be posted within ten (10) days after March 1.

11. There will be a posting notifying the employees of the duration of the present leave year by November 1st.

12. Annual leave other than choice vacation will be granted to an employee on a first come first serve basis. Seniority will apply if the submission date(s) are the same. Employees must submit their request no sooner than 90 (ninety) days and no later than 7 (seven) days prior to the beginning of their requested date. If submitted within this time frame then 1 employee will be granted leave. If the submission is less than 7 (seven) days of the selected beginning date then approval will be up to management's discretion. Management will respond approved or denied with 72 (seventy-two) hours of submission.


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13. Method of selecting employees to work on Holidays shall be as follows:

a. PSEs and part-time career employees shall be utilized first, even to the extent of overtime.

b. Volunteer full and part-time regular scheduled employees will be selected before requiring non-volunteers to work.

c. Volunteer full and part-time regular schedule employees shall be selected according to seniority. Designated Holiday employees asked first, non-scheduled employees second.

d. Non-voluntary full time and part time scheduled employees shall be selected in accordance with inverse seniority.

14. Regular employees required to work overtime will be in accordance with Article 8, and shall be by section and tour. Employees required to work overtime will be notified two hours in advance where practical.

a. 1. Overtime list 10 hours

2. Overtime list 12 hours

3. Overtime list non-schedule day list

4. Employees must sign each list he/she wishes to be on.

b. Employees on the "Overtime Desired" list can withdraw their name from the list in writing anytime during the quarter. The withdrawal will be effective the day after the withdrawal was submitted.

c. The OTDL will be administered separately for each individual craft covered by the APWU.

d. The overtime solicitation list will be posted 2 weeks prior to the quarter it is referencing and remain up until the day prior to the start of the new quarter.

e. The Local President or his designee will be provided a copy of the OTDL upon completion of the solicitation period for each quarter.

15. Light Duty assignments available for a sick and/or injured clerk shall be consistent with the craft assignment available for which the disabled clerk has the skills and ability to perform his incapacitated condition.

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16. & 17. The method to be used in reserving light duty assignments so that no regular assigned member of the work force will be adversely affected will be such that light duty assignment requested will be provided consistent with the above paragraph where there are absences or vacancies or where auxiliary assistance is needed in the clerical or carrier craft consistent with the needs of the service and safety and health of the employee.

18. Re-assignments for sections within the installation shall be by seniority within that installation.

20. Union leave requested prior to the choice vacation selection schedule shall not be a part of the choice vacation plan.

21. a. The parties agree to 2 Labor Management Meetings per year, additional ones if requested by either party.

b. There will be a board for exclusive use of the APWU for posting information, this will be provided by management.


22. Any full-time regular assignment whose starting time is changed for more than one hour from the original posting will be required to be reposted.

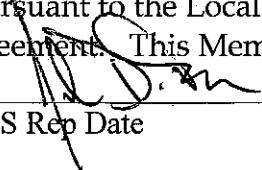
a. The Local President or his/her Designee will receive a copy of all bid notices at the time of posting. Management will also provide the results of all bids both in-house and through e-reassign to the Local President or his/her Designee upon awarding the job to the successful bidder.

b. The union will receive a present seniority listing and any changes on that listing, provided there is no shop steward in the Post Office.

c. Vacant and newly established full-time assignments shall be posted for ten (10) days. A clerk may withdraw his bid on a full time opening if the withdrawal is made in writing prior to the closing of the bid period..

This Memorandum of Understanding is entered into at the Mickleton Post Office between the representatives of the U.S. Postal Service and the designated agents of the South Jersey Area Local, APWU, AFL-CIO, pursuant to the Local Implementation provisions of the 2015 National Agreement. This Memorandum


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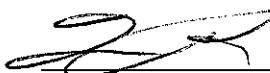
constitutes the entire agreement on matters relating to local conditions of employment, subject to those items which have been submitted to the impasse resolution procedures.

For the SJAL, APWU

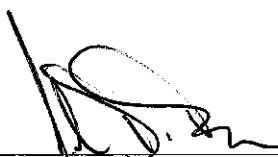
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