

LOCAL MEMORANDUM OF UNDERSTANDING

BETWEEN

U.S. POSTAL SERVICE, STRATFORD, N.J. 08084

AND

SOUTH JERSEY AREA LOCAL, APWU

Item #1.

Wash-Up: Management shall grant a reasonable wash-up period before lunch and at the end of tour consistent with working conditions.

Item #2.

All regular clerks will be on a standard fixed days off schedule.

Item #3.

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 the operation, take into consideration such factors as:

a. The degree of emergency as stated by and acted upon by responsible governmental authorities:

b. The safety and health of its employees, and

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

Item #4.

No later than March 15th, each employee will submit Form 3971 in duplicate for each Choice Vacation period selection.

Item #5.

The choice vacation period will be from the week of Memorial Day to the last full week in September, **also to include Thanksgiving week and the week of Christmas (Dec. 26th - 31st).**

Item #6.

The beginning day of an employees Choice Vacation week will be Monday, except for Christmas week, which will begin on December 26th.

Item #7.

Clerk employees at their option can request two selections during choice vacation period in units of either (10) ten or (5) days.

a. Employees who earn 20 or 26 days of annual leave may opt for one 15 day continuous pick. If they choose this option they will not get a second pick.

Item #8.

A clerk assigned to Jury Duty during choice vacation period can request another choice period that is open and available.

Item #9.

One clerical employee will be permitted leave per week during choice vacation period.

Item #10.

A copy of the 3971 submitted by each employee will be returned to them and the vacation schedule posted by March 30th.

Item #11.

New Leave year will be posted on bulletin board by November 1st of the previous year.

Item #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 within 48 (forty-eight) hours of submission.

Item #13.

When it is necessary for employees to work on a holiday, they will be scheduled to work in the following order:

- a. PSEs and PTF's, regardless of the necessity to pay overtime.**
- b. Volunteer regular employees by seniority, regardless of the necessity to pay overtime.**
- c. Non-volunteer regular employees by juniority.**

Item #14.

Overtime desired list shall be Post Office Wide, Clerical Craft.

Items #15, 16, 17.

The number of light duty assignments will be determined by the written requests made by the employee to local management. Assignments and duties to be contingent upon physical limitations and physician recommendations of which management will make every effort to accommodate same.

Items #18.

Reassignments for sections within the installation shall be by seniority within that installation.

Item #19.

Employees will be afforded parking spots at the office when practical and without negative impact on customer parking.

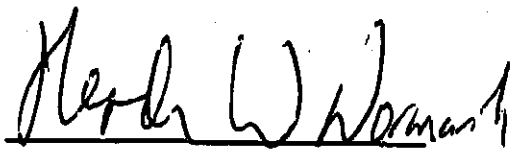
Item #20: No proposals submitted

Item #21.

The parties will hold two (2) Labor Management Meetings per year and also when requested by either party. The notes from these meetings will be signed off by both parties.

This Memorandum of Understanding is entered into at the Stratford Post Office between the representatives of the U.S. Postal Service and designated agents of the South Jersey Area Local, APWU, AFL-CIO, pursuant to the Local Implementation provisions of the 2015 National Agreement. This Memorandum constitutes the entire agreement on matters relating to local conditions of employment.


For the SJAL, APWU


USPS

12/19/16
(date)

13 Feb 17
(date)