

2001-2006 Memorandum of Understanding
Between
Branch No. 916, NALC
And
United States Postal Service
Junction City, Oregon

The agreements reached herein, through negotiations between Management and Branch 916, NALC are entered into to supplement the negotiated 2001 National Agreement between the NALC and the USPS and constitute a Memorandum of Understanding between Junction City, Oregon Post Office (herein called Management or Employer) and the following labor organization (herein called Union or Branch 916) on local personnel polices and practices and local terms and conditions during employment: National Association of Letter Carriers, AFL-CIO, Branch No. 916.

Article 1 — Rotating Days off

Section 1

Assignments covered six days a week shall have rotating days off.

Article 2 — Leave

Section 1

Application for choice vacation shall be made from December 1 through the end of December. Carriers will be allowed 3 working days to make their choice or they will be passed over. Should a carrier not submit their choice within 3 working days they may sign up as soon as possible but may not bump or displace anyone who has signed previous to them.

Section 2

A carrier may pass up choice vacation at his/her option.

Section 3

After all employees have had an opportunity to bid their choice, all remaining periods that have not been bid will be declared non-choice and be available for bid.

Section 4

In the event of exchange, supervisor will be notified at least one day in advance of the intended exchange. Swapping of periods of annual leave shall be allowed only if all carriers between the two parties agree to it. The Carriers making the trade must submit completed 3971s for all weeks involved to the local Branch 916 Steward before scheduling for the first week involved. Attached to the 3971s must be a list of signatures from all Carriers between the two in seniority. The signatures will signify agreement to the trade. Upon review and verification of compliance, the Steward will submit the paperwork for approval. Any carrier swapping periods of annual leave shall not later vacate such leave.

Section 5

In the event a carrier does not accept approved leave, Management must be notified at least one week in advance. **The** supervisor shall post said period within 24 hours and the senior carrier who applies for it shall be granted the available period.

Section 6

The duration of the choice vacation period will be from the first full week of May through the last full week of November plus the week which includes Christmas and the week which includes New Years day.

Section 7

The beginning day of an employees' vacation period shall be Monday.

Section 8

Employees at their option may request three selections of five days or less, or one 5 days or less and one 10 days or less, and/or one selection not to exceed 15 days during choice vacation period.

Section 9

The Union will notify management of State, Regional, and National assembly dates prior to December 1st each year to secure first choice preference for exclusive use of the delegates to said functions.

Section 10

One Carrier shall be allowed to take annual leave each week during the annual leave year. The carriers' selection of annual leave shall constitute his/her official notice of the vacation period approved for him or her.

Section 11

Approved vacation for choice period shall be posted on employee bulletin by March 1st. Any vacation requested outside of choice shall be posted when approved.

Section 12

The weeks not signed for will be available until twelve (12) days prior to the individual week (except those weeks with Holidays, then it will be thirteen (13) days) on a first come first served, those received on the same day shall be granted by seniority.

Section 13

Management will make appropriate effort to accommodate all requests for annual leave that has not been scheduled.

Section 14

Leave applications will be approved or disapproved within one working day.

Article 3 — Holiday Work

The method of selecting employees to work on a holiday are:

1. Regular on day off who volunteers.
2. Regular whose holiday it is and volunteers.
3. PTFs or Casuals on straight or overtime.
4. Regular whose holiday it is and has not volunteered.
5. Regular on day off who has not volunteered.

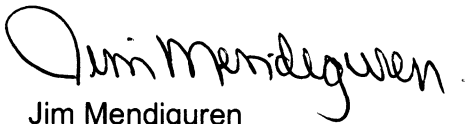
Article 4 — Light Duty

Any available carrier work within the installation that a medical doctor determines will not adversely affect an individual letter carrier shall be considered light duty for that individual.

Article 5 — Posting

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, 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 assignments was abolished shall be posted for bid in accordance with the posting procedure of that unit.

This constitutes the entire Local Memorandum of Understanding. All provisions of the former Local Memorandum of Understanding have been retained, modified, or deleted by mutual agreement. Any questions between the parties to this Memorandum of Understanding as to interpretation or intent shall be discussed at a Labor Management meeting. Violations of the terms of this Memorandum of Understanding shall be subject to the Grievance Arbitration procedure.



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