

**MIDDLETOWN, OHIO**  
**LOCAL MEMORANDUM OF UNDERSTANDING**  
**2006-2011**

**ITEM 1:**

Article 8, Section 9, of the National Agreement provides reasonable wash-up time for a letter carrier who performs dirty work. It is the position of the U.S. Postal Service that any letter carrier should be granted such time as is reasonable and necessary for washing up after performing dirty work or incident to personal needs as currently established.

**ITEM 2:**

All full time city carriers will be on a rotating schedule.

**ITEM 3:**

Postal operations will be curtailed or terminated at the Post Office as determined by the Postmaster. Such determination will be reasonable and consideration will be given to overall conditions, including, but not limited to:

1. The safety and health of the employees
2. Acts of God
3. Civil disorders
4. Hazardous weather conditions
5. Advice of and policies of local authorities

Management shall notify the employees at the earliest possible time of curtailment of postal operations. Such notification shall be by available public media, such as T.V., radio or telephone, if possible.

**ITEM 4:**

All cancellations of Annual Leave chosen in the choice vacation period shall be posted for bid.

Upon notification by management, an employee will have three (3) working days to make his vacation selection. An employee not making a selection in the prescribed time limit will forfeit prime time chosen by less senior employees.

**ITEM 5:**

The following prime time vacation program shall apply to Full Time and Part time carriers:

The duration of the choice vacation period will be forty-eight (48) weeks, beginning the first Monday in January and extending through the last Saturday in November.

**ITEM 6:**

The leave week shall run from Monday through Saturday. Management will have the right to change the non-scheduled day of a preferred bid assignment during the first week.

**ITEM 7:**

Employees may, at their option, request two (2) vacation periods in units of five (5) or ten (10) days, the total not to exceed fifteen (15) days.

**ITEM 8:**

Prior to the implementation of the vacation selection process, management will, upon request by the union, reserve no more than three (3) positions on the vacation calendar for use by duly elected delegates to attend the NALC National Convention.

Jury duty and military leave will not be charged to the vacation period. All leave taken to attend union related functions will be charged to the choice vacation period.

**ITEM 9:**

The number of employees to be granted vacation selections during the choice vacation period shall be "fixed" at fourteen percent (14%) of the total carrier complement on January 1st of the calendar year. Any fraction of five tenths (.5) or over will be rounded off to the next full number. This number will be increased by one during the week of the NALC National Convention.

**ITEM 10:**

A vacation calendar will be used for picking and posting vacation selections.

**ITEM 11:**

Vacation selection will begin no later than December 1st of each calendar year. All bidding should be completed by December 31, of each calendar year.

Two copies of the proposed notice notifying employees of the beginning of the new leave year will be posted and furnished to the union upon request.

**ITEM 12:**

After the vacation choices have been posted on the vacation calendar, all open weeks will be granted on a first come, first served basis by submitting a form. 3971.

Carrier must have sufficient leave carryover to cover any vacation selection.

**ITEM 13:**

In establishing and posting scheduled holidays and days designated as holidays, in compliance with Article XI, Section 6, of the National Agreement, the following priorities will be followed:

1. Part time flexible employees to the maximum extent possible
2. Full time regular employees who volunteer to work their holiday
3. Full time regular employees who volunteer to work the scheduled day off
4. Transitional Employees (T.E.)
5. Full time regular employees who do not volunteer to work on their scheduled day off
6. Full time regular employees who do not volunteer to work on their holiday.

**ITEM 14:**

During the quarter, Overtime Desired list will be updated

**Item 17:**

Light duty assignments will be flexible and assignments will be judged and made on an individual basis by management.

**Item 18:**

For the purpose of administering Article XII of the Agreement, the Middletown Post Office is considered one section.

**Item 19:**

The chief steward of the union will be authorized to park on the north wall of the Post Office,

**Item 22:**

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 assignment(s) was abolished, shall be posted for bid in accordance with the posting procedures in this Article.

A carrier route shall be posted for bid if there is a change in the starting time of more than one (1) hour.

The provision of Item 22 shall not apply to T-6 assignments and the requirement shall be waived if more than fifty percent (50%) of the starting times of the carrier routes are changed.

The T-6 assignments will be posted for bid if two (2) or more of the original routes in his/her bid assignment are exchanged.

Should it become necessary to post routes for bid, under Section A or B of this article, only the letter carrier whose route or full time duty assignment was abolished and those carries junior to him may bid on the posted route(s).

C. Kellner  
FOR THE USPS

11/27/07  
DATE

Gerald Gentry  
FOR THE NALC

11/27/07  
DATE