

**MONROE, OHIO
LOCAL AGREEMENT
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 fulltime regular carriers at the Monroe, Ohio Post Office will have rotating weekends off.

Item 3 Whenever an emergency condition exists, i.e.—extreme weather conditions, hazardous driving, bomb threats, etc, the installation head will review, where possible, appropriate federal, state, and local governmental recommendations and directives and make a determination as to whether curtailment or termination of delivery services is necessary. In making such determination, the safety of a carrier, the protection of Postal Service property, and other relevant factors will be given appropriate consideration.

Prior to making a determination where practicable, local management will make every reasonable effort to discuss the circumstance with the Union.

Procedures to be followed when the installation head has decided to curtail or terminated delivery services after carriers have left on routes-

- 1) Management will make every reasonable attempt to contact local radio and television stations, requesting them to announce instructions to carriers, and also requesting the public to convey the message to all carriers.
- 2) Management will not be responsible for erroneous unofficial information.

Item 4 Vacation weeks will be granted on a seniority basis.

Carriers will begin choosing vacations no earlier than December 1 of each calendar year. All bidding should be completed by February 1 of the next calendar year.

Upon notification to choose vacation, the senior carrier must choose within two (2) scheduled working days. Failure to exercise a choice within two (2) scheduled working days will place the carrier after the junior most carrier for choosing vacation in the seniority round.

After all letter carriers have been given an opportunity to bid vacations in the first round, a second seniority round will be conducted, with the same procedures for all remaining annual leave weeks.

Exchange of vacation weeks during the choice vacation period may be authorized by the Postmaster with the concurrence of the Steward.

Requests for unscheduled annual leave shall be made as far in advance as possible by submission of Form 3971 in duplicate.

The Postmaster will render a decision by returning a validated copy of Form 3971 within two (2) Postmaster working days.

Item 5 The choice vacation period shall be from December 26 through November 30.

Item 6 Vacation weeks will start on Monday and end on Saturday.

Item 7 An employee may select two vacation (2) rounds during the choice period, in units of 5 or 10 days, the total not to exceed fifteen (15) days.

Employees who earn 20-26 days Annual Leave may choose any one of the six items below. Employees who earn 13 days Annual Leave may choose any one of Items 4, 5, or 6 below, on the first seniority round. The first round vacation pick can be

1. Three (3) continuous weeks, or
2. **Three (3) separate weeks, or**
3. Two (2) continuous weeks and one (1) separate week or
4. Two (2) separate weeks, or
5. Two (2) continuous weeks, or
6. One (1) week,

Item 8 Jury duty and attendance at National and state conventions shall not be charged To the choice vacation period.

Item 9 The number of carriers allowed off during the choice vacation period is one (1) per week.

Item 10 **The issuance of official notices to each employee of the vacation schedule Approved for such employees**

Carriers will make all requests for vacations on PS Form 3971 in duplicate. The supervisor will return a copy of the PS Form 3971 as notification of the carrier's approved vacation by the start of the new leave year.

Item 13 **The method of selecting employees to work on a holiday**

The order of scheduling for holidays shall be:

1. Part-time flexible scheduled employees.
2. Full-time employees--volunteers by seniority and on the OTDL list.
3. Full-time employees--volunteers not on the O/T list.
4. Transitional Employees (T.E.'s)
5. Full-time employees--non-volunteers by juniority

Item 17. The identification of assignments that are to be considered light duty within each craft represented in the office.

1. Router work
2. Express mail duties
3. Casing mail on open routes, heavy routes, and auxiliary routes
4. Mounted delivery routes
5. Folding of flats
6. Relabeling cases
7. Making and posting corrections on schedules
8. Training new employees
9. General office duties
10. Assisting on vehicle inspections
11. Carrier mark-up
12. Checking "No Obvious Value" Mail (Bulk Business Mail)
13. Rewriting carrier route books
14. Labeling of apartment building mailboxes
15. Any other productive work that is available within the unit

Qualified employees on light duty will be assigned light duty at the nearest available unit where light duty is available.

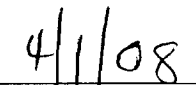
Item 18 Selection as referred to in Article 12 of the National Agreement on reassignment A agreed to be the entire carrier work force of the Monroe, Ohio Post Office.

Item 19 The present parking program of carriers parking on site will continue.

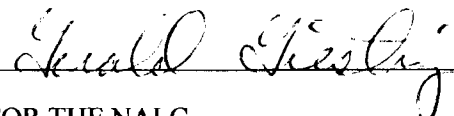
Item 21 When a letter carrier route or full time duty assignment, other than the letter carrier route(s) or full time duty assignment(s) of the junior employee(s), is abolished at a delivery unit as a result of, but not limited to, route adjustments, highway, housing projects, all routes and full time duty assignments at that unit held by letter Carriers who are junior to the carrier(s) whose route(s) of full time duty assignments was abolished shall be posted for bid in accordance with the posting procedures in article 41.



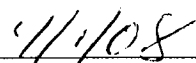
FOR THE USPS



DATE



FOR THE NALC



DATE