

LOCAL MEMORANDUM OF UNDERSTANDING

Between

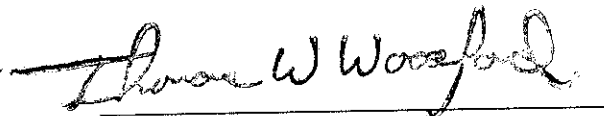
United States Postal Service

Vineland NJ 08360

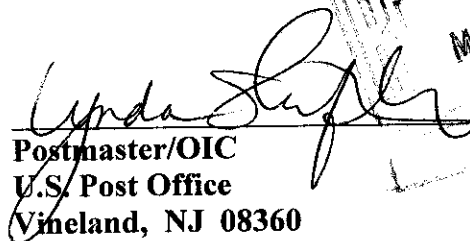
And

South Jersey Area Local
American Postal Workers Union AFL-CIO

It is mutually agreed that the present Local Memorandum of Understanding is to be extended in full force and effect through November 20, 2003.



Thomas W. Woodford
President
South Jersey Area Local
American Postal Workers Union



Postmaster/OIC
U.S. Post Office
Vineland, NJ 08360



1. Additional or Longer Wash-Up Periods.

- (a) Wash-up time will be 5 minutes before lunch break and 5 minutes before quitting time.

2. The establishment of a regular work week of five days with either a fixed or rotating day off.

- (a) Regular clerks shall be granted a fixed day off.
- (b) Senior clerk will be off on Saturday, where possible, subject to instructions from higher authority.

3. Curtailment or termination of Postal Operations

Guidelines for the curtailment or termination of Postal Operations to conform to orders of local authorities or as local conditions warrant because of emergency conditions. It is recognized by both parties that on occasion, emergency conditions may exist which would encourage the employer to consider the curtailment of mail. In cases of such emergency conditions, the employer will, prior to making a decision to curtail the mail, take into consideration such factors as:

- (a) The safety and health of its employees.
- (b) The requirement and reactions of the customers to the emergency.
- (c) The accessibility of postal operations and its customers to the employee and employer.
- (d) The degree and emergency as stated by and acted upon by responsible state, county, or local government authorities.

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

4. Formulation of Local Leave Program

- (a) Prime time vacation period will be from the last full week of March through the last full week of August.
- (b) 13% will be the maximum allowed off during the prime period. 10% will be allowed off from the first full week of September through the last week of November, also the week of Christmas through the beginning of the new leave year. 7% will be allowed off from the beginning of the new leave year through the third week of March.
(ITEM BEING IMPASSED)
- (c) No more than three (3) clerks with fixed credits will be allowed off at one time. However, no more than two (2) full time window clerks at one given time, with the third being a clerk with a fixed credit.
- (d) Vacation periods will begin on Monday and end on Sunday.
- (e) Employees earning 13 days leave may choose 2 weeks during the prime time period. Those earning 20 to 26 days may choose 3 weeks during the prime time period.
- (f) All employees with leave in excess of the maximum allowable hours must submit a leave request by October 1, for all those excess hours, or risk the chance of forfeiting them at the end of the year.
- (g) Incidental leave during prime time will automatically be approved if all slots are not filled for that period.
(ITEM BEING IMPASSED)
- (h) Applications for Incidental Leave for Non-Prime Time may be submitted at any time, however, the decision for approval or disapproval will be given 5 working days prior to the time requested off.
- (i) If a week in prime time is cancelled and supervision is notified, it will be posted for six (6) working days. Only clerks junior to the person giving up the week, not having the maximum amount of choices already in prime time, may submit a bid for this week.

5. Method of selecting employees to work on a holiday
 - (a) Volunteer Regulars will be first to work a holiday, Casuals will be second to work a holiday, Part-time Flexible Clerks will be third to work on a holiday, all others will be by junior non-scheduled regulars rotating, however, the junior regular that must work one holiday will be skipped the following holiday and not forced to work if not voluntary.
(ITEM BEING IMPASSED)

6. Whether "Overtime Desired" Lists shall be by section and/or tour.
 - (a) Within required qualifications.

7. Assignment of Ill or Injured Regular Work Force Clerks (Light Duty)
 - (a) For any employee who may be ill or injured, modification of their actual job will be made in order for them to perform whatever actual job they can under the conditions. There will be no set number of light duty assignments.

8. Reassignments - Covered under the National Agreement.

9. Assignment of Employee Parking Spaces.
 - (a) Parking spaces will be given as conditions warrant.

10. Union Leave for State Conventions.
 - (a) Annual Leave to attend Union Conventions shall be granted to branch delegates, regardless of seniority, but shall be included in the total maximum allowable clerks off during that specific period. Such time will not be charged as a prime time choice for these union delegates.

11. Craft Items.
 - (a) Certain jobs must have Saturdays off, certain jobs cannot have Saturdays off, no matter how much seniority that particular clerk may have. If feasible for the senior clerk to have off on Saturdays, it will be done, however, certain restrictions will apply.

12. Seniority, Reassignments and Postings.

- (a) If any position is changed by more than one(1) hour, fixed day off changed, or job description changed, this job must be reposted for bidding. Senior clerk will be awarded any job that they bid.

Local Negotiations between the A.P.W.U. and the management of the Vineland Post Office were held on October 16, 1991 from 12:05PM to 13:30PM and again on October 21, 1991 from 9:35AM to 10:30AM, with the following present: Richard J. Lichtenstein, Postmaster; John G. Miksit, Superintendent, Postal Operations; Michael Guinan, President, A.P.W.U., Sheryl Vorberg, Treasurer, A.P.W.U., Thomas Dittus, Local Negotiation Committee; Kenneth Morey, Local Negotiation Committee, Betsy Hoffman, Recording Secretary.

4/4/96
11:53 AM.