

2000 - 2004  
Local Agreement  
Between

United States Postal Service  
Dominick V. Daniels P&D Center  
and  
National Postal Mail Handlers Union  
Local 300



PREFERRED HORIZONTAL FORMAT

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

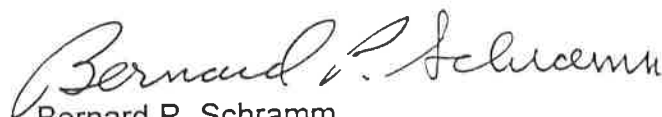
AGREEMENT REFERENCE:

ITEM #1 -

ADDITIONAL OR LONGER WASH-UP PERIODS

There shall be two (2) wash-up periods, each of 15 minute duration. One before lunch and one before the end of the tour.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM #2- 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.

The determination as to the needs for curtailment and/or termination of postal operations on the local level, in order to conform to orders of local authorities, and/or local conditions warrant and giving serious consideration to the historic movement of mail, in spite of rain, snow, sleet and fog will be made by the Installation Head or designee.

Consideration will be given to, but not limited to, such acts of God as:


1. Fire
2. Flood
3. Inclement weather, i.e., blizzards, tornadoes, etc.
4. Civil disorders

And of such environmental conditions as:

1. Lack of water
2. Lack of mechanical climate control (equipment breakdown)
3. Bomb scare

With reference to the above, management shall advise the Union as soon as possible concerning the appropriate action to be taken, in accordance with the Employee & Labor Relations Manual Part 519 (Administrative Leave).

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998


2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM #3 - FORMULATION OF LOCAL LEAVE PROGRAM

1. On the first Monday of Pay Period No. 3, management will provide for all employees, choice vacation period selection forms.
2. Employees will return their selections by the second Monday of Pay Period No. 4, (3 weeks).
3. Management will compile the results and post by the second Monday of Pay Period No. 6, as provided in Item No. 9.
4. Employees may then make second selections (as provided in Item No. 6) by the second Monday of Pay Period No. 7.
5. Management will post the final schedule for the choice vacation period by the second Monday of Pay Period No. 8.
6. Any week(s) deferred by employee(s), or which become vacant for any reason, will be available to the senior employee(s) upon request and shall be awarded to the senior employee within seven (7) days of notification of the vacancy.
7. Any employee shown on the final schedule, as noted in Section 5 above, as having a second or other selection during the choice vacation period, in accordance with Section 4 and 6 above, must have sufficient annual leave balance immediately prior to the date or dates at which such selection or selections are to take place in order to be eligible for any leave status.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

**DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998**

**2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT**

**AGREEMENT REFERENCE:**

**ITEM #4                    THE DURATION OF THE CHOICE VACATION PERIOD**


In each year, the choice vacation period shall cover 23 consecutive weeks, as follows:

In 2001, beginning Saturday, March 31, 2001, through Friday, September 7, 2001.

In 2002, beginning Saturday, March 30, 2002, through Friday, September 6, 2002.

In 2003, beginning Saturday, March 29, 2003, through Friday, September 5, 2003.

In 2004, beginning Saturday, April 3, 2004, through Friday, September 10, 2004.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998


2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT


AGREEMENT REFERENCE:

ITEM #5 - THE DETERMINATION OF THE BEGINNING DAY OF AN  
EMPLOYEE'S VACATION PERIOD.

The employee's vacation shall begin on Saturday of the regular work week and end on Friday of the regular work week.

Exceptions may be granted by agreement among the employee, the Union Representative and the Employer.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

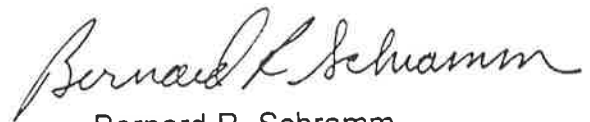
AGREEMENT REFERENCE:

ITEM #6 -

WHETHER EMPLOYEES, AT THEIR OPTION, MAY  
REQUEST TWO SELECTIONS DURING THE CHOICE  
VACATION PERIOD, IN UNITS OF EITHER 5 OR 10  
DAYS.

Employees, at their option, may request a second selection during the choice vacation period in units of either five (5) or ten (10) days provided all other employees have had an opportunity of obtaining a choice batch.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

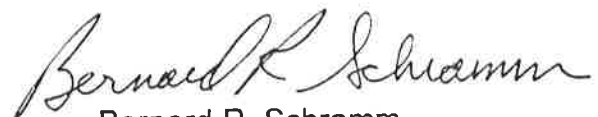
AGREEMENT REFERENCE:

ITEM #7 -

WHETHER JURY DUTY AND ATTENDANCE AT  
NATIONAL OR STATE CONVENTIONS SHALL BE  
CHARGED TO THE CHOICE VACATION PERIOD.

- A. Jury Duty shall not be charged to the choice vacation period.
- B. Up to nine (9) mail handlers in the Installation, but not to exceed three (3) per tour, shall not have leave charged to the choice vacation period, when attending national or state union conventions, providing sufficient recognized stewards are available, and on duty during this period.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President



DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM #8 -

DETERMINATION OF THE MAXIMUM NUMBER OF  
EMPLOYEES WHO SHALL RECEIVE LEAVE EACH WEEK  
DURING THE CHOICE VACATION PERIOD.


Annual Leave will be authorized as follows:

- A. In 2001, during each of the seventh through twenty-third weeks of the choice vacation period, up to 16% of the assigned and eligible mail handlers on each tour.
  - 1. During each of the remaining weeks of the choice vacation period, up to 8.0% of the assigned and eligible mail handlers on each tour.
- B. In 2002, during each of the seventh through twenty-third weeks of the choice vacation period, up to 16% of the assigned and eligible mail handlers on each tour.
  - 1. During each of the remaining weeks of the choice vacation period, up to 8.0% of the assigned and eligible mail handlers on each tour.
- C. In 2003, during each of the seventh through twenty-third weeks of the choice vacation period, up to 16% of the assigned and eligible mail handlers on each tour.
  - 1. During each of the remaining weeks of the choice vacation period, up to 8.0% of the assigned and eligible mail handlers on each tour.
- D. In 2004, during each of the seventh through twenty-third weeks of the choice vacation period, up to 16% of the assigned and eligible mail handlers on each tour.
  - 1. During each of the remaining weeks of the choice vacation period, up to 8.0% of the assigned and eligible mail handlers on each tour.

- E. During any weeks of the choice vacation period when vacancies still exist on the choice vacation lists
1. Requests will be honored for vacant weeks which are submitted seven (7) days in advance of the leave period.
  2. Every effort will be made to grant requests for vacant weeks submitted less than seven (7) days in advance.
- F. During any week other than the choice vacation periods additional eligible mail handlers will be permitted to use annual leave consistent with the service needs.
- G. The percentages applicable in paragraphs A, B and C above will be applied as noted, and to the following locations:
1. Platform Operations
  2. Mail Processing



Louis R. Rizzolo  
Senior Plant Manager



Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM #9 - THE ISSUANCE OF OFFICIAL NOTICES TO EACH  
EMPLOYEE OF THE VACATION SCHEDULE APPROVED  
FOR HIM/HER.

All employees requesting vacation leave during choice vacation period, will submit an authorized form in triplicate. One stamped or signed copy will be returned to employee upon presentation. The second copy will be returned to the employee annotated to show approval. The vacation schedule shall be posted on a glass-enclosed bulletin board, which must be maintained under lock and key.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998


2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM #10 - DETERMINATION OF THE DATE AND MEANS OF  
NOTIFYING EMPLOYEES OF THE BEGINNING OF THE  
NEW LEAVE YEAR.

1. Notification of the date of the beginning of the new leave year will be posted on all bulletin boards during the last pay period in October.
2. A copy of such notification will be furnished to the Union.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM #11 - THE PROCEDURES FOR SUBMISSION OF  
APPLICATIONS FOR ANNUAL LEAVE DURING OTHER  
THAN THE CHOICE VACATION PERIOD.

- A. The employee must submit Form 3971, in duplicate, requesting Annual Leave to his/her immediate supervisor no more than 10 days prior to the beginning date of such Annual Leave.
- B. The supervisor will determine, based on operational circumstances and relative seniority, whether to approve or disapprove such leave. As in above, the supervisor will advise the employee via duplicate Form 3971 of his decision, no less than three (3) days prior to the beginning date of such Annual Leave.
- C. Should the supervisor fail to advise the employee within the time period stipulated in Item B above, the request will be considered approved by all parties. This shall not bar request for individual day(s) or part(s) thereof from being submitted for approval on a day-by-day basis.
- D. All advance commitments for granting Annual Leave must be honored, except in emergency situations.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:


ITEM #12 - WHETHER "OVERTIME DESIRED" LISTS IN ARTICLE VIII  
SHALL BE BY SECTION AND/OR TOUR.

The Overtime Desired List shall be by mail handler crafts throughout the Installation. Additionally, in the Mail Processing Operation, the lists shall be by tour and pay location, and in Platform Operations by tours. In the absence of qualified mail handlers who have placed their names in the work location where overtime is required, qualified mail handlers who have placed their names in other work locations on that tour will be utilized by seniority on a rotating basis. When the Overtime Desired List is completed, each MDO will arrange it in seniority order and give a copy to the Chief Steward on that tour.

There shall be three overtime desired designation; one for early overtime, one for late overtime, and one for rest days. For extended overtime, mail handlers will be notified as soon as possible. Failure to provide ample notice may constitute exemption from involuntary overtime assignment. Mail handlers shall be permitted to have his/her name placed in any or all designations. All mail handlers shall be notified at least two (2) weeks prior to each quarterly calendar period to submit their names if they so desire. They shall have two (2) weeks to apply. Once the lists are completed, no additions will be permitted except for new mail handlers coming into the work location.

Newly promoted full-time regulars shall have a two (2) week opportunity to place their name(s) on the Overtime Desired List.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT


AGREEMENT REFERENCE:

ITEM #13 -

THE NUMBER OF LIGHT DUTY ASSIGNMENTS WITHIN  
EACH CRAFT OR OCCUPATIONAL GROUP TO BE  
RESERVED FOR TEMPORARY OR PERMANENT LIGHT  
DUTY ASSIGNMENTS.

Considering past policy and in order to provide temporary light duty assignments to those eligible employees recovering from illness or injury, Management will make every effort to reassign those employees to light duty assignments commensurate with their physical capability.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM #14 - THE METHOD TO BE USED IN RESERVING LIGHT DUTY ASSIGNMENTS SO THAT NO REGULARLY ASSIGNED MEMBER OF THE REGULAR WORK FORCE WILL BE ADVERSLY AFFECTED.

Considering past policy and in order to provide temporary light duty assignments to those eligible employees recovering from illness or injury, Management will make every effort to reassign those employees to light duty assignments commensurate with their physical capability.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President



DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM #15 - THE IDENTIFICATION OF ASSIGNMENTS THAT ARE TO  
BE CONSIDERED LIGHT DUTY WITHIN EACH CRAFT  
REPRESENTED IN THE OFFICE.

Considering past policy and in order to provide temporary light duty assignments to those eligible employees recovering from illness or injury, Management will make every effort to reassign those employees to light duty assignments commensurate with their physical capability.

Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998

2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM #16 -

THE IDENTIFICATION OF ASSIGNMENTS COMPRISING  
A SECTION, WHEN IT IS PROPOSED TO REASSIGN  
WITHIN AN INSTALLATION EMPLOYEES EXCESS TO  
THE NEEDS OF A SECTION.

For the purpose of this item only, when it is proposed to reassign within an installation, employees excess to the needs of a section; a section, for such reassignment purposes, shall be described as jobs within an area, which are:

1. Mail Processing
2. Platform Operations

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

**DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998**

**2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT**

**AGREEMENT REFERENCE:**


**ITEM # 17 - THE ASSIGNMENT OF EMPLOYEE PARKING SPACES.**


Management will continue to provide existing employee parking facilities to the extent that postal operations permit. Should any changes be necessary, the mail handler craft recognizes that the final determination remains a management decision, but that the local union will be consulted before implementation.

The National Postal Mail Handlers Union/Local #300 will be provided with two (2) reserved parking spaces in the Visitor's area, which will be monitored by management. These spaces will be for the exclusive use of the following officials:

**President, National Postal Mail Handlers Union  
Local #300, or his designee.**

**Branch President, or his designee.**

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998


2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM # 18 - THE DETERMINATION AS TO WHETHER ANNUAL LEAVE REQUESTS TO ATTEND UNION ACTIVITIES PRIOR TO DETERMINATION OF THE CHOICE VACATION SCHEDULE IS TO BE PART OF THE CHOICE VACATION PLAN.

Both parties agree that subject is covered under ITEM # 7.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President

**DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998**

**2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT**

**AGREEMENT REFERENCE:**

ITEM # 19 - THOSE OTHER ITEMS WHICH ARE SUBJECT TO LOCAL  
NEGOTIATIONS AS PROVIDED IN THE CRAFT  
PROVISIONS OF THIS AGREEMENT.

For purposes of bidding, any mail handler craft employee, employed at the Dominick V. Daniels Installation, will be eligible to bid on any posted mail handler craft assignment, and a section for such purposes shall be described as follows:

1. Jobs within an area.

A. Mail Processing

I. Type of work.

1. Mezzanine

- a. Pref (Periodicals)
- b. Rewrap
- c. SPBSM #3 E - Lines Slide
- d. SPBSM #4 E - Line
- e. Letters & Flats

2. Mail Floor

- a. Belts/Priority
- b. SPBSM #1&2
- c. Elevators
- d. FSM Strapping

3. First Class

- a. Mail Preparation
- b. Tray Take-Away

- c. AFCs
- d. Letters & Flats

4. OCR/BCS/DBCS

5. Jeeps/Forklifts


B. Platform Operations

- a. Equipment
- b. South Platform
- c. North-West Platform
- d. North Platform
- e. North-East Platform
- f. East Platform
- g. West Platform (T-3)
- h. New York Condo
- i. MMP Bullpen/Gantry
- j. 070 Bullpen

C. SSC/SSM



Louis R. Rizzolo  
Senior Plant Manager



Bernard R. Schramm  
Branch President


DOMINICK V. DANIELS PROCESSING & DISTRIBUTION CENTER  
KEARNY, NEW JERSEY 07099-9998


2000-2004 LOCAL AGREEMENT  
LIUNA LOCAL #300 IMPLEMENTATION—ARTICLE XXX  
MAIL HANDLER CRAFT

AGREEMENT REFERENCE:

ITEM # 20 - LOCAL IMPLEMENTATIONS OF THIS AGREEMENT  
RELATING TO SENIORITY REASSIGNMENTS AND  
POSTING.

1. The movement of mail handlers from one defined work location to another defined work location and from one section to another section (bid assignment areas) shall be made by inverse seniority, unless senior employee(s) volunteer(s).
2. Seniority List will be updated and posted quarterly. A copy will be furnished to the Union.
3. A sufficient change of duties of principal assignment area to require reposting of a duty assignment shall be determined by the position description as performed and the similarity of work performed in the present work location as compared to the proposed work location. Such determination shall be made in accordance with the minimum necessary disruption to the employee involved.
4. Prior to the posting of mail handler vacant bid position, the Branch President (local) will review all mail handler vacancies to be posted with the Senior Manager, Distribution Operations.
5. Prior to the reversion of any mail handler position, the Branch President will be notified to allow for input.

  
Louis R. Rizzolo  
Senior Plant Manager

  
Bernard R. Schramm  
Branch President