

**NORTH JERSEY, N. J. 07099  
LOCAL MEMORANDA OF UNDERSTANDING  
NOV. 13, 1978 to JULY 20, 1981  
MAILHANDLER CRAFT**



UNITED STATES POSTAL SERVICE  
NORTH JERSEY FACILITY  
KEARNY, NJ 07099

October 30, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 1 - ADDITIONAL OR LONGER WASH-UP PERIODS .

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

AGREED:

W. J.

LIUNA

[Signature]

NORTH JERSEY - USPS



North Jersey Facility  
Kenner, N.J. 07033

October 31, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

- ITEM # 2 - THE ESTABLISHMENT OF A REGULAR WORK WEEK OF FIVE DAYS WITH NO ROTATING REST DAYS AND NO SPLIT REST DAY.
- A. Regular work week shall consist of five fixed days, with two consecutive days off.
  - B. Sunday will be a designated rest day to the maximum extent possible.
  - C. In the event future operational needs require change of scheduling and/or the establishment of another regular work week, this will be implemented as a result of a discussion at a Labor/Management meeting with Local 300, LIUNA.

AGREED:

W. J.

LIUNA

[Signature]

NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE

NORTH JERSEY FACILITY  
KEARNY, NJ 07099

October 30, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 3 - 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 the curtailment and/or termination of Postal Operations on the local level, in order to conform to orders of local authorities, and/or as 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 his 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

AGREEMENT:

W J.

LIUNA

[Signature]

NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE

NORTH JERSEY FACILITY  
KEARNY, NJ 07099

October 30, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 4 - FORMULATION OF LOCAL LEAVE PROGRAM

- Section 1. On the first Monday of Pay Period 3, Management will provide a choice vacation period selection form for all employees.
2. Employees will return their selection 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 10.
  4. Employees may then make second selections (as provided in ITEM NO. 7) 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 shown on the final vacation schedule as indicated in No. 5 above. Such vacant week(s) will be available to the senior employee(s) upon request and shall be awarded to senior employee within ten (10) days of notification of the vacancy.
  7. Any employee shown on the final schedule, as noted in Section 5 above, as having a second

continued

October 30, 1978

ITEM # 4 (continued)

or other selection during the choice vacation period, in accordance with Sections 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.

AGREED:

W.J.

LIUNA

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NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE

North Jersey Facility  
Kennerly, N.J. 07109

November 1, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 5 - THE DURATION OF THE CHOICE VACATION PERIOD

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

In 1979, beginning Saturday, April 14, 1979 through Friday, September 21, 1979.

In 1980, beginning Saturday, April 12, 1980 through Friday, September 19, 1980.

In 1981, beginning Saturday, April 11, 1981 through Friday, September 18, 1981.

AGREED:

*W. J.*

LIUNA

*[Signature]*

NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE

North Jersey Facility  
Kennerly, N.J. 07033

October 31, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 6 - 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.

AGREED:

W. J.

LIUNA

[Signature]

NORTH JERSEY - USPS





UNITED STATES POSTAL SERVICE

North Jersey Facility  
Kennerly, N.J. 07033

October 31, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 7 - 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.

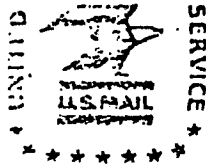
AGREED:

W. J.

LIUNA

[Signature]

NORTH JERSEY - USPS



North Jersey Facility  
Kennerly, N.J. 07139

October 31, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 8 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.

AGREED:

W. J.

LIUNA

NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE

North Jersey Facility  
Kenilworth, N.J. 07033

November 1, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 9 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 1979, during each of the seventh thru twentieth weeks of the choice vacation period, up to 15.0% 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 1980, during each of the seventh thru twentieth weeks of the choice vacation period, up to 15.0% 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 1981, during each of the seventh thru twentieth weeks of the choice vacation period, up to 15.0% 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) During any week of the choice vacation periods, additional eligible mail handlers will be permitted to use annual leave consistent with the service needs.

(continued)

ITEM # 9 (continued)

E) 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
  - A. First Class
  - B. OPSM-SSM
  - C. AREAS A, B, & C

F) Up to fifteen (15) of the assigned mail handlers on each tour may be granted annual leave for the following holidays:

1. Martin Luther King's Birthday - Jan. 15
2. John F. Kennedy's Birthday
3. Good Friday
4. Thanksgiving Day  
EASTER SUNDAY

AGREED:

W. F.

LIUNA

*[Handwritten signature]*

NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE

North Jersey Facility  
Kennerly, N.J. 07033

October 31, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 10 THE ISSUANCE OF OFFICIAL NOTICES TO EACH EMPLOYEE OF THE VACATION SCHEDULE APPROVED FOR HIM.

All employees requesting vacation leave during choice vacation period will submit an authorized form in duplicate. The duplicates 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.

AGREED:

W. J.

LIUNA

[Signature]

NORTH JERSEY - USPS



North Jersey facility  
Kenner, N. J. 07033

October 31, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 11 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.

AGREED:

*W. J.*

LIUNA

*[Signature]*

NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE  
North Jersey Facility  
Kennerly, N.J. 07033

November 1, 1978

LIUNA - NORTH JERSEY  
LOCAL IMPLEMENTATION - ARTICLE XXX

REFERENCE AGREEMENT:

- ITEM # 12 - 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 less than forty-eight (48) hours and no more than two (2) weeks 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. In all cases, the supervisor will advise the employee via duplicate form 3971 of his decision, no less than twenty-four (24) hours 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.

AGREED:

W. J.

LIUNA

M. U.

NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE  
North Jersey Facility  
Kennerly, N.J. 07103

November 1, 1978

LIUNA - NORTH JERSEY  
LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 13 - THE METHOD OF SELECTING EMPLOYEES TO WORK ON A HOLIDAY.

After all casuals and part-time flexible employees have been scheduled for duty on a holiday, the following method will apply in selection of full time employees to work:

1. Full time employees who volunteer will be selected on a seniority basis.
2. Full time employees who must be scheduled and did not volunteer, will be scheduled by inverse seniority.

AGREED:

W. J.

LIUNA

[Signature]

NORTH JERSEY - USPS





UNITED STATES POSTAL SERVICE

North Jersey Facility  
Kenner, N.J. 07033

November 1, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 14 - 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; in Platform Operation 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 Tour Superintendent will arrange it in seniority order and give a copy to the Chief Steward on that tour.

There shall be three overtime desired designations; one for early overtime, one for late overtime, and one for lay-off days. 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.

AGREED:

W. F. I.

LIUNA

[Signature]

NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE

North Jersey Facility  
Kennerly, N. J. 07133

November 1, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 15 - THE NUMBER OF LIGHT DUTY ASSIGNMENTS WITHIN EACH CRAFT OR OCCUPATIONAL GROUP TO BE RESERVED FOR TEMPORARY OR PERMANENT LIGHT DUTY ASSIGNMENT.

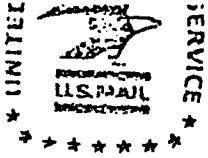
AGREED:

W. J.

LIUNA

R.

NORTH JERSEY - USPS



North Jersey Facility  
Kennerly, N.J. 07033

November 1, 1978

LIUNA - NORTH JERSEY  
LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 16 - THE METHOD TO BE USED IN RESERVING LIGHT DUTY ASSIGNMENTS SO THAT NO REGULARLY ASSIGNED MEMBER OF THE REGULAR WORK FORCE WILL BE ADVERSELY AFFECTED.

AGREED:

W.J.

LIUNA

M

NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE

North Jersey Facility  
Kennerly, N.J. 07033

November 1, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 17 - 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 his physical capability.

AGREED:

W. J.

LIUNA

R.

NORTH JERSEY - USPS



UNITED STATES POSTAL SERVICE

North Jersey Facility  
Kennerly, N. J. 07033

November 1, 1978

LIUNA - NORTH JERSEY

LOCAL IMPLEMENTATION - ARTICLE XXX

AGREEMENT REFERENCE:

ITEM # 18 - 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

AGREED:

W. J.

LIUNA

AK

NORTH JERSEY - USPS



North Jersey Facility  
Kenner, N.J. 07033

November 1, 1978

LIUNA - NORTH JERSEY  
LOCAL IMPLEMENTATION - ARTICLE XXX

SENT REFERENCE:

19 - 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.

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W. J.

LIUNA

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NORTH JERSEY - USPS