



**SUMMARY,
CONTRACT LANGUAGE CHANGES
and MEMORANDUM OF
UNDERSTANDING CHANGES**
in the

TENTATIVE AGREEMENT

Between the
**NATIONAL ASSOCIATION
OF LETTER CARRIERS**
and the
**UNITED STATES
POSTAL SERVICE**

2023-2026



Table of Contents

Summary of Tentative Agreement	2
Contract Language Changes	30
Memorandum of Understanding Changes	58

The text of the entire Tentative
Agreement is available at
nalc.org/TentativeAgreement



Summary of Tentative Agreement

The following is a summary of the terms of the tentative agreement reached between the National Association of Letter Carriers, AFL-CIO and the United States Postal Service. The terms of this agreement are not effective unless ratified by the voting membership of the NALC.

Term

The term of the 42-month agreement will be May 20, 2023, through Nov. 7, 2026.

Wage increases

See the projected pay charts on pages 6-11.

All letter carriers

All city letter carriers will receive the following general wage increases:

- Effective Nov. 18, 2023—1.3 percent paid retroactively
- Effective Nov. 16, 2024—1.3 percent paid retroactively
- Effective Nov. 15, 2025—1.3 percent

Career carriers—cost-of-living adjustments

Cost-of-living adjustments (COLAs) are an important protection against future inflation and remain an important component of the National Agreement. Career letter carriers will receive seven COLAs that will provide equal protection against inflation. Top step (Step P) wage rates will be increased by 1 cent per hour for each 0.4-point increase in the Consumer Price Index for Urban and Clerical Workers (CPI-W). Wage rates for the other steps will be

increased proportionally following the practice in effect since the 2011 National Agreement—resulting in the same percentage increase in pay as Step P. January 2023 has been set as the “base month.” The seven COLAs for Step P carriers (with proportional application for carriers in lower steps) are payable as follows:

- The first COLA will be \$978 annually effective Aug. 26, 2023, paid retroactively.
- The second COLA will be \$353 annually effective March 9, 2024, paid retroactively.
- The third COLA will be \$978 annually effective Sept. 7, 2024, paid retroactively.
- The fourth COLA will be effective in March 2025.
- The fifth COLA will be effective in September 2025.
- The sixth COLA will be effective in March 2026.
- The seventh COLA will be effective in September 2026.

The future value of the remaining four COLAs will depend, of course, on the rate of inflation measured by the CPI-W between now and July 2026. Based on the inflation forecast of the Congressional Budget Office, expected inflation rates would generate annual Step P COLAs of \$620, \$604, \$624 and \$561, respectively, for the four remaining COLAs, applied proportionally to the letter carrier pay tables as described above. Please note that these are only projected COLAs—actual COLAs may be lower or higher, depending on the rate of future inflation. (See pages 6-11 for more detailed projections for both career carrier pay tables.)

Wage schedule changes

MOU Re: City Carrier Pay Table Step Modifications—Additionally, Steps AA, A,

and B will be eliminated from Table 2. All city carriers in Steps AA, A and B will be advanced to Step C and begin a new 46-week waiting period to be completed before advancing to Step D. After implementation of this change, the total time to reach the top step will be reduced by 92 weeks. These changes will be effective and implemented within 180 days of ratification.

Also effective and implemented within 180 days of ratification, the annual wage in Step P in Tables 1 and 2 shall be increased by \$1,000. This increase is in addition to general wage increases and COLAs.

All carriers in Step P of Table 1 will be administratively slotted into Step P of Table 2 immediately. Table 1 carriers in Steps O and below will be, upon reaching Step P, administratively slotted into Step P of Table 2. This slotting is purely administrative and will not affect wages in any way.

City carrier assistants

In lieu of COLAs, city carrier assistants (CCAs) will receive an additional 1 percent increase on the effective dates of the three general increases, for a total of 2.3 percent in November 2023 (paid retroactively), 2.3 percent in November 2024 (paid retroactively), and 2.3 percent in November 2025.

CCA hourly rates in Table 3 will also be increased by an additional 50 cents per hour. This increase will be effective and implemented within 180 days of ratification.

Retroactive (back-pay) provisions

A full back-pay calculation for all letter carriers (career and non-career alike) covering all paid hours since the expiration of the 2019-2023 contract will be made as soon as practicable. These back-pay calculations will include the Nov. 18, 2023, and Nov. 16, 2024, general wage increases (plus the 1 percent

additional increase for CCAs on those dates) and the first three COLAs (totaling \$2,309 annually for Step P carriers). It will take some time for the Postal Service to complete more than 200,000 back-pay calculations, so the exact pay period in which back pay will be issued has yet to be determined, but will be reported as soon as it is confirmed.

Note: Letter carriers who have retired since the expiration of the 2019-2023 National Agreement will also receive back pay from USPS and will have their annuities retroactively adjusted by the Office of Personnel Management.

2023-2026 General Wage Increases and Projected COLAs

Table 1

Career Carriers appointed prior to January 12, 2013

City Carrier

Step at Beginning of Contract	Weeks to Next Step	Salary as of		Aug 26, 2023		Nov 18, 2023		March 9, 2024		Sept 7, 2024		Nov 16, 2024		March 8, 2025		New		Sept 6, 2025		Nov 15, 2025		March 7, 2026		Sept 5, 2026		Minimum *** Step at End of Contract		Projected**** Carrier Wage Increase \$		Projected**** Carrier Wage Increase %	
		May 20, 2023	Aug 26, 2023	Nov 18, 2023	March 9, 2024	Sept 7, 2024	Nov 16, 2024	March 8, 2025	Table	COLA (proj)*	GI	COLA (proj)*	GI*	COLA (proj)*	GI*	COLA (proj)*	GI*	COLA (proj)*	GI*	COLA (proj)*	GI*	COLA (proj)*	GI*	COLA (proj)*	GI*	COLA (proj)*	GI*	Step at	Wage	Increase \$	Increase %
A	96	62,078	\$978	63,863	\$353	\$978	66,001	66,621	66,621	1.3%	67,225	68,032	68,656	69,217	69,217	B	11,752	18.93%													
B	96	66,517	67,495	68,360	68,713	69,691	70,556	71,176	71,176	71,780	72,645	73,269	73,830	73,830	D	10,718	16.11%														
C	44	66,619	67,597	68,463	68,816	69,794	70,660	71,280	71,280	71,884	72,750	73,374	73,935	73,935	G	12,051	18.09%														
D	44	69,796	70,774	71,681	72,034	73,012	73,919	74,539	74,539	75,143	76,050	76,674	77,235	77,235	H	9,348	13.39%														
E	44	70,256	71,234	72,147	72,500	73,478	74,391	75,011	75,011	75,615	76,528	77,152	77,713	77,713	I	9,370	13.34%														
F	44	70,720	71,698	72,617	72,970	73,948	74,867	75,487	75,487	76,091	77,010	77,634	78,195	78,195	J	9,373	13.25%														
G	44	71,177	72,155	73,080	73,433	74,411	75,336	75,956	75,956	76,560	77,485	78,109	78,670	78,670	K	9,400	13.21%														
H	44	71,633	72,611	73,542	73,895	74,873	75,804	76,424	76,424	77,028	77,959	78,583	79,144	79,144	L	9,424	13.16%														
I	44	72,097	73,075	74,012	74,365	75,343	76,280	76,900	76,900	77,504	78,441	79,065	79,626	79,626	N	9,922	13.76%														
J	44	72,546	73,524	74,467	74,820	75,798	76,741	77,361	77,361	77,965	78,908	79,532	80,093	80,093	O	9,946	13.71%														
K	34	73,012	73,990	74,939	75,292	76,270	77,219	77,839	77,839	78,443	79,392	80,016	80,577	80,577	P	10,942	14.99%														
L	26	73,474	74,452	75,407	75,760	76,738	77,693	78,313	78,313	78,917	79,872	80,496	81,057	81,057	P	10,480	14.26%														
M	26	73,930	74,908	75,869	76,222	77,200	78,161	78,781	78,781	79,385	80,346	80,970	81,531	81,531	P	10,024	13.56%														
N	24	74,400	75,378	76,345	76,698	77,676	78,643	79,263	79,263	79,867	80,834	81,458	82,019	82,019	P	9,554	12.84%														
O	46	74,855	75,833	76,806	77,159	78,137	79,110	79,730	79,730	80,334	81,307	81,931	82,492	82,492	P	9,099	12.16%														
P		75,299	76,277	77,256	77,609	78,587	79,566	80,186	80,186	81,790	82,769	83,393	83,954	83,954	P	8,655	11.49%														

Carrier Technician															
A	96	63,382	64,380	65,204	65,565	66,563	67,387	68,020	68,020	68,637	69,461	70,098	70,671	71,998	18.93%
B	96	67,914	68,912	69,796	70,156	71,155	72,038	72,671	72,671	73,287	74,171	74,808	75,380	76,943	16.11%
C	44	68,018	69,017	69,901	70,261	71,260	72,144	72,777	72,777	73,394	74,278	74,915	75,488	77,304	18.09%
D	44	71,262	72,260	73,186	73,547	74,545	75,471	76,104	76,104	76,721	77,647	78,284	78,857	81,339	13.39%
E	44	71,731	72,730	73,662	74,023	75,021	75,953	76,586	76,586	77,203	78,135	78,772	79,345	82,344	13.34%
F	44	72,205	73,204	74,142	74,502	75,501	76,439	77,072	77,072	77,689	78,627	79,264	79,837	83,256	13.25%
G	44	72,672	73,670	74,615	74,975	75,974	76,918	77,551	77,551	78,168	79,112	79,749	80,322	84,216	13.21%
H	44	73,137	74,136	75,086	75,447	76,445	77,396	78,029	78,029	78,646	79,596	80,233	80,806	85,222	13.16%
I	44	73,611	74,610	75,566	75,927	76,925	77,882	78,515	78,515	79,132	80,088	80,725	81,298	86,276	13.76%
J	34	74,069	75,068	76,031	76,391	77,390	78,353	79,386	79,386	79,602	80,565	81,202	81,775	87,311	13.71%
K	34	74,545	75,544	76,513	76,873	77,872	78,841	79,474	79,474	80,090	81,059	81,696	82,269	88,499	14.99%
L	26	75,017	76,015	76,991	77,351	78,349	79,325	79,958	79,958	80,574	81,549	82,186	82,759	89,700	14.26%
M	26	75,483	76,481	77,462	77,823	78,821	79,802	80,435	80,435	81,052	82,033	82,670	83,243	90,755	13.56%
N	24	75,962	76,961	77,948	78,309	79,307	80,295	80,928	80,928	81,544	82,532	83,169	83,741	92,000	12.84%
O	46	76,427	77,425	78,419	78,779	79,778	80,771	81,404	81,404	82,021	83,014	83,652	84,224	93,500	12.16%
P		76,880	77,879	78,878	79,239	80,237	81,237	81,870	81,870	83,508	84,507	85,144	85,717	95,000	11.49%

* Value of COLAs depend on changes in the level of the Consumer Price Index. The estimated COLAs shown above are based on the Congressional Budget Office forecast.

** Includes projected COLA amounts.

*** This assumes the employee began the contract in the step listed in the first column on the left and received either one, two, three or four step increases depending on their beginning step and the variance in waiting periods between steps.

**** This projection includes the general increases, projected COLAs and the minimum step increases a carrier would receive over the term of the agreement - all bargained for and negotiated in Article 9. It assumes the employee began the contract in the step listed in the first column on the left and received either one, two, three or four step increases depending on their beginning step and the variance in waiting periods between steps. The lower amounts for Steps L, M, N and O are a result of the employee reaching top pay where they will no longer receive step increases.

2023-2026 General Wage Increases and Projected COLAs

Table 2

Career Carriers appointed on or after January 12, 2013

City Carrier

Step at Beginning of Contract	Weeks to Next Step	May 20, 2023		Nov 18, 2023		March 9, 2024		Sept 7, 2024		Nov 16, 2024		March 8, 2025		New		Sept 6, 2025		Nov 15, 2025		March 7, 2026		Sept 5, 2026		Minimum *** Step at End of Contract		Projected****		
		Salary as of	COLA	GI	COLA	COLA	COLA	COLA	COLA	COLA	COLA	COLA	COLA	COLA	Table	COLA (proj)*	GI**	COLA (proj)*	COLA (proj)*	COLA (proj)*	COLA (proj)*	COLA (proj)*	COLA (proj)*	COLA (proj)*	COLA (proj)*	Carrier Wage Increase %	Carrier Wage Increase \$	
A	46	46,038	\$978*****	1.3%	47,234	48,048	\$978*****	48,048	48,048	48,048	48,048	\$620*****	49,025	Table	\$604*****	1.3%	\$624*****	\$624*****	\$624*****	\$624*****	\$624*****	\$624*****	\$624*****	\$624*****	24.91%	11,466	D	11,466
B	46	48,094	46,636	47,234	49,344	50,194	49,569	50,194	50,819	50,819	51,215	51,215	53,407	53,407	53,804	54,456	54,867	54,867	54,867	54,867	54,867	54,867	54,867	24.28%	11,679	E	11,679	
C	46	50,153	50,804	51,456	51,691	52,342	52,342	52,342	52,994	52,994	53,407	53,407	55,600	55,600	56,014	56,693	57,120	57,120	57,120	57,120	57,120	57,120	57,120	23.70%	11,884	F	11,884	
D	46	52,211	52,889	53,568	53,813	54,491	54,491	54,491	55,170	55,170	55,600	55,600	57,794	57,794	58,224	58,930	59,374	59,374	59,374	59,374	59,374	59,374	59,374	22.67%	12,095	G	12,095	
E	46	54,271	54,976	55,682	55,936	56,641	56,641	56,641	57,347	57,347	57,794	57,794	59,983	59,983	60,429	61,161	61,622	61,622	61,622	61,622	61,622	61,622	61,622	22.22%	12,305	H	12,305	
F	46	56,327	57,059	57,791	58,055	58,787	58,787	58,787	59,519	59,519	59,983	59,983	62,176	62,176	62,639	63,398	63,876	63,876	63,876	63,876	63,876	63,876	63,876	21.79%	12,516	I	12,516	
G	46	58,387	59,145	59,904	60,178	60,936	60,936	60,936	61,695	61,695	62,176	62,176	64,371	64,371	64,850	65,636	66,131	66,131	66,131	66,131	66,131	66,131	66,131	21.38%	12,721	J	12,721	
H	46	60,448	61,233	62,019	62,302	63,087	63,087	63,087	63,873	63,873	64,371	64,371	66,563	66,563	67,058	67,871	68,383	68,383	68,383	68,383	68,383	68,383	68,383	21.02%	12,926	K	12,926	
I	46	62,505	63,317	64,130	64,423	65,235	65,235	65,235	66,048	66,048	66,563	66,563	68,753	68,753	69,265	70,104	70,633	70,633	70,633	70,633	70,633	70,633	70,633	20.68%	13,136	L	13,136	
J	46	64,562	65,401	66,240	66,543	67,382	67,382	67,382	68,240	68,240	68,753	68,753	70,945	70,945	71,473	72,339	72,884	72,884	72,884	72,884	72,884	72,884	72,884	20.34%	13,350	M	13,350	
K	46	66,622	67,487	68,353	68,665	69,530	69,530	69,530	70,396	70,396	70,945	70,945	73,137	73,137	73,681	74,574	75,136	75,136	75,136	75,136	75,136	75,136	75,136	20.04%	13,553	N	13,553	
L	46	68,679	69,571	70,464	70,786	71,678	71,678	71,678	72,571	72,571	73,137	73,137	75,332	75,332	75,892	76,812	77,391	77,391	77,391	77,391	77,391	77,391	77,391	18.68%	13,762	O	13,762	
M	46	70,740	71,659	72,579	72,911	73,830	73,830	73,830	74,750	74,750	75,332	75,332	77,520	77,520	78,097	79,043	79,639	79,639	79,639	79,639	79,639	79,639	79,639	15.33%	13,971	P	13,971	
N	46	72,796	73,742	74,688	75,029	75,975	75,975	75,975	76,921	76,921	77,520	77,520	79,711	79,711	80,304	81,277	81,890	81,890	81,890	81,890	81,890	81,890	81,890	12.16%	14,186	P	14,186	
O	46	74,854	75,826	76,799	77,150	78,122	78,122	78,122	79,095	79,095	79,711	79,711	81,900	81,900	82,441	83,393	83,993	83,993	83,993	83,993	83,993	83,993	83,993	11.49%	14,395	P	14,395	
P	46	75,299	76,277	77,256	77,609	78,587	78,587	78,587	79,566	79,566	80,186	80,186	82,379	82,379	82,920	83,872	84,472	84,472	84,472	84,472	84,472	84,472	84,472	84,472	11.49%	14,604	P	14,604

Table 3 - City Carrier Assistant Schedule

CCAs

City Carrier Assistant										City Carrier Assistant Technician										
Step	Pay as of May 20, 2023		Nov 18, 2023 2.3%	Nov 16, 2024 2.3%	New Table \$0.50	Nov 15, 2025 2.3%	Starting pay Inc	Total Increase BB to AA	% Increase	Week to Next Step	Step	Pay as of May 20, 2023		Nov 18, 2023 2.3%	Nov 16, 2024 2.3%	New Table \$0.50	Nov 15, 2025 2.3%	Starting pay Inc	Total Increase BB to AA	% Increase
BB	19.33	19.83	19.77	20.21	20.71	21.15	1.82	2.32	9.42%	52	BB	19.74	20.19	20.63	21.14	21.59	1.85	2.36	9.37%	
AA			20.27	20.71	21.21	21.65		2.32	12.00%		AA	20.25	20.70	21.14	21.66	22.10		2.36	11.96%	

CCAs who were on the rolls as TEs on January 10, 2013

City Carrier Assistant										City Carrier Assistant Technician										
Step	Pay as of May 20, 2023		Nov 18, 2023 2.3%	Nov 16, 2024 2.3%	New Table \$0.50	Nov 15, 2025 2.3%	Starting pay Inc	Total Increase BB to AA	% Increase	Week to Next Step	Step	Pay as of May 20, 2023		Nov 18, 2023 2.3%	Nov 16, 2024 2.3%	New Table \$0.50	Nov 15, 2025 2.3%	Starting pay Inc	Total Increase BB to AA	% Increase
BB	20.88	21.38	21.32	21.76	22.26	22.70	1.82	2.32	8.72%	52	BB	21.32	21.77	22.22	22.73	23.18	1.86	2.37	8.72%	
AA			21.82	22.26	22.76	23.20		2.32	11.11%		AA	21.83	22.28	22.73	23.24	23.69		2.37	11.12%	

Wage Increases COLAs

Date	Type of Increase	Amount
Aug 26, 2023	COLA* (career)	\$978
Nov 18, 2023	General wage increase (CCAs 2.3%)	1.3%
March 9, 2024	COLA* (career)	\$353
Sept 7, 2024	COLA* (career)	\$978
Nov 16, 2024	General wage increase (CCAs 2.3%)	1.3%
March 8, 2025	COLA* (career)	TBD
Sept 6, 2025	New Tables Implemented	TBD
Nov 15, 2025	General wage increase (CCAs 2.3%)	1.3%
March 7, 2026	COLA* (career)	TBD
Sept 5, 2026	COLA* (career)	TBD

* Value of COLAs depend on changes in the level of the Consumer Price Index. In accordance with Article 9.3.D, table 2 Steps A through O receive COLAs adjusted proportionally to each step's percentage of Step P.

Uniforms

All letter carriers will receive uniform allowance increases to the following amounts on the indicated dates:

- May 21, 2025: \$536 plus an additional \$125 for a newly eligible carrier
- May 21, 2026: \$549 plus an additional \$128 for a newly eligible carrier

The newly eligible credit may be used only once, but the current procedures for employees transferring from one allowance category to another (e.g., from CCA to career carrier) will be continued.

CCAs are entitled to the same uniform allowances provided to career carriers, but they do not receive the additional amount for the “newly eligible” until they are converted to career status.

Uniform allowance carryover

Unused portions of an eligible employee’s annual allowance for uniform and work clothing will be carried over and available for use. An eligible employee’s uniform or work clothing allowance balance may not exceed the sum of two years of the employee’s annual allowance entitlement. This newly negotiated uniform and work clothing program adjustment will be implemented no later than 12 months from the effective date of the 2023-2026 Agreement.

Employee complement

The CCA caps found in both Article 7.1.C.1 and Article 7.1.C.2 will remain the same; however, the number allowed in each district will be based on the career city letter carrier complement in the district, not just the full-time complement. In the language in the 2019 Agreement, full-time letter carrier complement

was used as well as PTFs converted to career under the MOU Re: City Carrier Assistants – Conversion to Career Status. Additionally, part-time flexibles (PTFs) have been counted as full time for the purposes of determining these caps based on multiple agreements made over the years. This change will simplify tracking of the caps on CCA employment.

MOU Re: Full-time Regular Opportunities – City Letter Carrier Craft (M-01824, M-01834, M-01856 and M-01876)—This MOU, found on pages 161 through 165 of the 2019 National Agreement outlines the process for filling full-time opportunities through the conversion of PTFs to full time, the conversion of CCAs to full-time regular career status, and the acceptance of voluntary transfer requests. In addition to date changes, the new language addresses several issues which arose in the 2019 National Agreement. CCAs converted to PTF, in accordance with the MOU Re: City Carrier Assistants – Conversion to Career Status, will count as conversions to full time when determining the ratio in Item 3 of the MOU. Career letter carriers, as well as other bargaining-unit employees, may be accepted for transfer under Item 3 in offices with PTFs on the rolls; however, the transfer would report as a PTF. PTFs who transferred under Item 2 will be granted retreat rights before the PTF(s) within an installation are converted to full time under Item 1 unless the PTF(s) with retreat rights has less seniority than the PTF(s) in the installation. When full-time city letter carriers are on leave without pay (LWOP) for 13 consecutive pay periods, an on-the-rolls-but-not-available (ORNA) assignment must be created and filled under the MOU. Only one ORNA assignment will be created for each city letter carrier on extended LWOP. A former career employee who is reinstated in an office with PTFs on the rolls is reinstated as a PTF.

MOU Re: City Carrier Assistants – Conversion to Career Status—This MOU, found on pages 160 and 161 of the 2019 National Agreement, requires CCAs to be converted to PTF upon reaching 24 months of relative standing. In the current MOU, CCAs converted to PTF were counted as full-time regular city letter carriers when applying the provisions of Article 7.1.C.1 and Article 7.1.C.2. Since Article 7 is being amended to include all career city letter carriers, this language is no longer necessary.

MOU Re: Additional Resources – Holiday Carrier Assistant—This MOU contained in the 2019-2023 National Agreement permits the Postal Service to hire holiday carrier assistants during the four-week December period. The proposed modification would extend the employment period from four weeks to six weeks to cover the two weeks preceding the four week December period, and provide a two-week window prior to employment solely for the purpose of training.

MOU Re: Multi-Installation Carrier Technician Assignments—This new MOU establishes a test to explore the effectiveness of multi-installation carrier technician assignments in independent installations, Level 21 and below. In the test sites, management will create temporary full-time carrier technician assignments which combine full-time routes from up to three installations to fulfill the five full-time route requirement. The intent of this test is to improve staffing situations in these smaller offices, while creating additional full-time assignments.

MOU Re: Complement and Staffing—This MOU, found on page 167 of the 2019 National Agreement, requires the parties to meet at the headquarters level and discuss the complement and staffing issues within the city letter carrier craft. These discussions have led to hundreds of installations being added to the all-career hiring

model. This MOU continues this process during the life of the 2023 National Agreement.

MOU Re: Article 7, 12, and 13 – Crossing Craft and Office Size—The only change in this MOU is to replace the obsolete term “manyear” with “workyear.”

Health insurance

Career letter carriers

There are no changes to the Postal Service’s cost share of health benefits premiums. The employer contribution will remain at 72 percent over the term of the contract, and will be capped at 75 percent of any given plan’s premium.

City carrier assistants

The tentative agreement maintains the Postal Service’s biweekly contribution of 75 percent of the premiums for self only, self plus one or self and family, regardless of the year of employment.

Overtime provisions

Article 8, Sections 2, 4 and 5 have been modified significantly to increase overtime protections and provide more opportunities for letter carriers, as well as the introduction of a new pay rate that was previously only achieved through the grievance-arbitration procedure.

Section 2. Work schedules

A new Section 2.D has been added that provides all full-time carriers the right to terminate their tour of duty when reaching their respective work-hour limits without being subject to disciplinary action. For employees who are not on an overtime Desired List (ODL) or Work Assignment list, this means that they may clock out and leave when reaching 11.5 hours of work in a day or 60 hours in a service week.

Section 4. Overtime work

Additionally, a new Section 4.G has been created which guarantees pay at the rate of 2.5 times the base hourly straight time rate for all letter carriers for any work beyond 12 hours in a day and 60 hours in a service week. Previously, a grievance would have to be filed for carriers to be provided the additional pay for violations of the 12/60 work-hour limitations. This will no longer be necessary, as the pay rate will now be automatically applied when these work-hour limits are exceeded.

Section 5. Overtime assignments

In Section 5, a new opportunity has been created for ODL carriers to volunteer to exceed 12 hours of work in a day or 60 hours of work in a service week on a daily case-by-case basis. Carriers cannot be forced to work beyond the applicable work-hour limits (pursuant to Section 8.2.D) and receive protection from discipline for terminating their tour when those limits are reached; however, under this new provision, management may seek volunteers and ODL carriers may choose to volunteer to work beyond the work limits. This provision is intended to address those situations in which the employee is already scheduled up to the work-hour limits and an unexpected circumstance arises that creates a need for additional overtime hours beyond the work-hour limitations to complete the remaining work.

Article 8.5.A—Full-time letter carriers desiring to work overtime shall place their names on one or both of the regular ODLs, or the Work Assignment list during the two weeks prior to the start of the calendar quarter. The regular ODLs are for employees desiring to work up to 12 hours per day on their regularly scheduled days only or employees desiring to work eight hours per day on their non-schedule days only. However, employees signing both regular ODLs are eligible to work up to 12 hours per day on their regularly scheduled days

and their non-scheduled days, and effectively are on the same ODL that has been in place for many years. Employees are no longer able to indicate a preference to work in excess of 10 hours on a scheduled day.

Layoff protection

The no-layoff clause that protects letter carriers after six years of service as a career employee is retained in the tentative agreement.

Sub-contracting of letter carrier work

The existing prohibitions against contracting out of city carrier work would be continued for the duration of the 2023-2026 Agreement.

City Delivery and Workplace Improvement Task Force

MOU Re: City Delivery and Workplace Improvement Task Force—This existing memorandum reorganizes the task force for the purpose of jointly seeking methods to improve the cultural and operational environment in city delivery offices.

This task force will develop the processes necessary to examine conditions, to develop solutions, and to test alternative procedures in city delivery offices related to creating a positive work environment/culture where everyone is treated with dignity and respect; evaluating the workplace culture and developing solutions to address the causes of conflicts between management and city letter carriers; efficiency and use of space; staffing and scheduling; route evaluation; safety; contractual compliance; and business growth.

New Employee Experience, Retention and Mentoring

MOU Re: New Employee Experience, Retention and Mentoring Program—A result of two pilot programs conducted across the country,

this program creates guidelines related to the onboarding, retention, and mentoring of new employees. This program would be implemented nationally after ratification of the National Agreement and includes guidelines such as:

- Prior to leaving Carrier Academy and reporting to their employing office, all newly hired city letter carriers will receive comprehensive contact information for the employing office, a defined work schedule for the first week in the delivery unit, and instructions for completing time reporting records.
- No later than the first day in the employing office, all newly hired letter carriers will receive an equipment package including a new USPS-branded reflective vest, mail satchel, and hat. They will also receive an introduction and familiarization with the employing office conducted jointly by USPS and NALC representatives.
- All CCAs and PTFs will now be guaranteed a minimum of one nonscheduled day each service week, except during the penalty overtime exclusion period for employees in their ninth week and beyond.
- Limited daily and weekly work hours and work locations for CCAs and PTFs during their first 11 weeks following completion of the Carrier Academy. Effective Week 12 PTFs and CCAs are limited to 11.5 workhours per day (consistent with *Employee and Labor Relations Manual*, Section 432.32).
- All CCAs and PTFs will receive a defined work schedule identifying anticipated non-scheduled days, start

and end times, and route assignments. This schedule will be posted by the close of business on the Wednesday of the preceding week.

- Newly hired city letter carriers will receive training on Sunday/Dynamic delivery procedures with an experienced employee prior to performing Sunday delivery services on their own.
- Progress reviews will be conducted at 30-, 60- and 80-day intervals. Copies of these reviews will be provided to the local union.
- Employees will have access to updated route books and maps and provided reasonable time to review prior to delivering a new route assignment.
- To the extent possible, newly hired letter carriers will be provided with consistent route assignments.
- New employees are prohibited from performing work outside of the city letter carrier craft during their first 90 workdays or 120 calendar days, whichever comes first. (Any cross craft assignments after this time period must be consistent with the collective bargaining agreement.)
- A mentoring program that pairs new employees with a mentor in their office to help employees adapt to the workplace.

Joint Workplace and Improvement Process

MOU Re: Joint Workplace and Improvement Process (JWIP)—This MOU found on pages 252-254 of the 2019-2023 National Agreement has been restructured to reaffirm the parties' commitment to improving the workplace environment and culture. The new

JWIP contains a structure for identifying potential JWIP locations, area/regional teams to oversee the process and implementation of any necessary improvement plans, and district teams to investigate and offer recommendations for potential changes designed to improve workplace conditions.

Local implementation

The local implementation period will be April 3 to May 2, 2025.

Route evaluation and adjustment

MOU Re: Alternate Route Evaluation and Adjustment Process—This MOU is continued. The parties have worked to develop six previous joint route adjustment processes dating back to 2008 under the terms of this MOU and would continue that work throughout the life of this agreement.

MOU Re: Fixed Office Time in a Joint Route Evaluation and Adjustment Environment—This new MOU recognizes the need to modify methods for determining fixed office time to fit office activities in the current work environment by recording most office activities other than casing mail and pulling down mail as either recurring or non-recurring. Activities previously recorded under Lines 8-13 and 15 would now be recorded under Line 21. When determining minimum line-item values in the modified method, the MOU would prohibit such values from being less than indicated values for the following line items:

- Line 14—Accountables—2 minutes
- Line 19—Vehicle inspection—3 minutes
- Line 20—Personal needs—5 minutes
- Line 21—Office work not covered—10 minutes

This agreement would only apply to future joint route evaluation and adjustment processes.

Other contractual provisions

Article 2

Article 2.1—The language will be changed to include pregnancy as a protected class and to replace the term “handicapped employees” with “individuals with disabilities.”

Article 8

Article 8.3—All PTF and CCA employees will be guaranteed a minimum of one non-scheduled day each service week, except during the penalty overtime exclusion period. Management will notify PTF and CCA employees of their assigned non-scheduled day by the Wednesday preceding the service week.

Article 10

MOU Re: Monetization of annual leave—This new MOU provides career employees the opportunity to sell back up to 40 hours of annual leave prior to the beginning of the leave year if they are at the carryover maximum and they have used fewer than 75 sick leave hours in the year immediately preceding the year for which the leave is being exchanged.

MOU Re: CCA Advanced Annual Leave—Upon completion of an initial 360-day appointment as a CCA, and immediately upon reappointment to any subsequent appointments, CCAs will be advanced 40 hours of annual leave. Upon implementation, CCAs will receive annual leave prorated to the end of their 360-day term.

MOU Re: PTF Advanced Annual Leave—Forty hours of annual leave will be advanced to PTF employees, prorated to the end of the leave year for their first leave year as a PTF, and annually thereafter, unless and until the employee converts to full-time status.

MOU Re: Bereavement Leave—This MOU on page 182 of the 2019-2023 National Agreement provides city letter carriers up to three workdays of

leave to make arrangements necessitated by death of a family member or attend the funeral of a family member. With the ratification of the 2023-2026 National Agreement, grandchildren will be added to the existing list of defined family members.

MOU Re: Time Limitations Concerning Bone Marrow, Stem Cell, Blood Platelet, and Organ Donations—This new MOU defines the amount of administrative leave granted and time limitations applicable to bone marrow, stem cell, blood platelet and organ donations for career employees.

Article 11

Article 11.1. Holidays Observed—Amended to add Juneteenth, which has been observed since 2022, as an official designated holiday for full-time employees. In the February 2022 edition of the *Postal Bulletin*, the Postal Service announced official observation of the Juneteenth holiday and a revision to the *Employee and Labor Relations Manual (ELM)* adding the holiday.

Article 11.7. Holiday Part-Time Employee—Modified to update the pay calculation for PTFs to reflect the addition of the Juneteenth holiday. Since PTFs do not receive holiday pay per se, Article 11.7 provides that the holiday pay regular carriers receive is built into the regular hourly rate for PTFs. The new calculation provides that PTFs will be compensated for the 11 holidays by basing the employee's regular straight-time hourly rate on the employee's annual rate divided by 1,992 hours. This calculation has been already in effect since 2022; this contractual change simply updates the language.

Article 12

Article 12—Article 12 will be amended to remove any sections and/or language which do not apply to the city letter carrier craft.

Article 12.2.B—Under the current Article 12.2.B language, supervisors who return to the city letter carrier craft begin a new period of seniority unless they return within two years. The modified language would change this to one year.

Article 12.5.C.8—Article 12.5.C.8, which contains the provisions regarding the involuntarily reassignment of PTF employees over quota, will be deleted.

Article 14

Article 14.3.C—This new section establishes Joint Labor-Management Safety Committees at the district level, for each of the 50 USPS districts. These District Safety Committees will consist of at least two members from each party and will meet quarterly. District Safety Committees are responsible for assisting in implementing district-wide safety initiatives, facilitating communication between Area and Local Safety Committees, and assisting Local Committees. The establishment of District Joint Labor-Management Safety Committees follows the long-standing pilot test in certain USPS districts under MOU Re: District Safety Committees Pilot Program. This MOU will be removed from the National Agreement since these committees will now be established nationwide in Article 14.

MOU Re: Air-Conditioned Vehicles—This new MOU requires the Postal Service to make every effort to acquire vehicles equipped with air conditioning for use by city letter carrier craft employees. If USPS plans to acquire vehicles without air conditioning due to the climate in a particular geographic location or other factors, the issue must be discussed with the NALC. Additionally, USPS must continue to follow repair and maintenance procedures to ensure that any necessary maintenance or repairs to air conditioning systems are completed in a timely manner. Inspection of vehicle air conditioning systems will be

included in preventive maintenance inspections as well.

Article 15

MOU Re: Dispute Resolution Process

Testing—This MOU found beginning on page 210 of the 2019-2023 National Agreement has been modified to add the requirement for the task force to begin meeting no later than 90 days after the ratification of the 2023-2026 National Agreement and to meet regularly no less than once a quarter.

MOU Re: Article 15 - Dispute Resolution Process- Step B Team Procedures—This MOU replaces the MOU Re: Article 15 - Dispute Resolution Process and the MOU Re: Article 15 - Dispute Resolution Procedure Task Force and creates a new MOU outlining the guidelines and defined responsibilities for the Step B teams and the joint parties who oversee them. This new MOU is designed to streamline and improve the Step B process to facilitate more rapid resolution of grievances.

MOU Re: Electronic Grievance System—Establish a Task Force at the national level to jointly explore and work toward the development and implementation of an electronic grievance system for use by the parties. The parties will explore the potential functionality of the electronic grievance system including but not limited to electronic grievance forms for all steps, push notifications when grievances are appealed to the next step, time stamps to record dates and times of actions taken, responding to information requests, and managing and storing documents.

Article 16

Article 16.7 Emergency Procedure—

Amended to allow carriers placed in an off-duty status the right to use accrued annual leave to offset the non-pay period.

Article 17

Article 17.5. Labor-Management Committee Meetings—Amended to add a requirement for the local parties to meet at least twice per year to discuss labor-management issues.

Article 17.7. Dues Checkoff—Changed to reflect that NALC will be taking over the dues processing for our members. Historically, the Postal Service has been responsible for allocating the dues to the local branches via postal finance numbers, which, at times, has created allocation errors. This contractual change will allow NALC to control the dues allocation process and verify the distribution of funds to branches and state associations is properly completed. Additionally, the Postal Service will make voluntary allotment deductions authorized by carriers and provided by the union.

Article 23

MOU Re: Article 23 Rights of Union Officials to Enter Postal Installations—This new MOU affirms that upon reasonable notice to the Postal Service, authorized representatives of the union shall be permitted to enter postal installations for the purpose of performing and engaging in official union duties and business related to the collective-bargaining agreement. The MOU clarifies that this right applies to elected or appointed national, area, and local officers, and representatives regardless of whether they are active USPS employees or retired. The MOU requires the Postal Service to provide officers and/or NALC representatives, who are in a full-time LWOP status or retired, a USPS identification badge to enter postal facilities within their respective local(s).

Memorandums of understanding

In addition to the MOUs listed above, the following MOUs are continued in the tentative agreement:

- City Carrier Assistant Opportunities
- City Carrier Assistant (CCA) Annual Leave
- Article 12.1 – Probationary Period
- Deaf and Hard of Hearing
- Article 7.1
- Article 7.3
- Maximization/Full-time Flexible-NALC
- Maximization— Letter of Intent
- Transitional Employees-Additional Provisions
- Transitional Employees/Part-Time Flexible Conversions
- Transitional Employees
- Part-Time Flexible Conversions
- Part-Time Regular City Letter Carriers
- Sunday Delivery – City Carrier Assistant Staffing
- Delivery and Collection of Competitive Products
- Article 8
- Overtime Issues
- Work Assignment Overtime
- Article 8 Task Force
- Signing Overtime Lists
- Granting Step Increases
- Conversion of CCAs with Creditable TE Service
- Step Credit for Former Transitional Employees
- Pay Schedule Consolidation
- Elimination of Step CC Pay Rate in CCA Schedule
- Leave Sharing
- Sick Leave for Dependent Care
- Return to Duty

- Leave Policy
- Paid Leave and LWOP
- Clarification of Regulations for National Day of Observance
- PTF Court Leave
- Qualifying Period – Exception for City Carrier Assistants
- Transfers
- City Carrier Assistant Transfers
- Mutual Exchanges
- Involuntary Reassignment Without Regard to Level
- Involuntary Reassignment-Preference Eligible
- City Carrier Assistant Return from Non-Bargaining Unit Positions
- Article 12 Work Group
- Joint Safety and Accident Control Teams
- Smoking in Postal Vehicles
- Interest on Back Pay
- Article 15—ELM 436—Back Pay
- Arbitration Task Force
- Processing of Post-Removal Grievances
- Processing of Grievances
- Expedited Arbitration
- Arbitration Scheduling Procedures – (LMOU)
- LOI – Representation – Acting as Steward
- Article 17.7.D Payroll Deductions/Allotments
- Article 19
- City Carrier Uniform Task Force
- Debts of Retired Employees
- Reinstatement of Driving Privileges
- Bargaining Information
- Customer Connect Program
- Article 32 Committee
- Subcontracting
- Subcontracting MOU Issues
- Article 41—Bid Process
- LOI – Opting Duration

- Router, Carrier Craft
- Alternate Route Evaluation and Adjustment Process
- Special Count and Inspection— City Delivery Routes
- Training Committee
- Multiple Days of Inspection
- Use of Privately Owned Vehicles
- Segmentation
- Joint Agreements— 9-17-92
- Resolution of Issues Left Open by Mittenthal Award
- X-Routes
- City Letter Carrier DPS Work Methods
- Fleischli Award Implementation
- Managed Service Point Scans
- New Product Development and Innovation Task Force
- Subcontracting— List of 3,071 City Delivery Offices

The following MOUs have been removed from the tentative agreement:

- FSS Implementation
- FSS Work Methods
- District Safety Committees Pilot Program
- Article 15 – Dispute Resolution Process
- Article 15 – Dispute Resolution Procedure Task Force

Note:

Bold Face Type in the following text indicates revised or new language. **Bold Face Type** in headings does not necessarily indicate change.

2023 Tentative National Agreement

Contract Language Changes

Article 2, Section 1

Section 1. Statement of Principle

The Employer and the Union agree that there shall be no discrimination by the Employer or the Union against employees because of race, color, creed, religion, national origin, sex **(including pregnancy)**, age or marital status.

In addition, consistent with the other provisions of this Agreement, there shall be no unlawful discrimination against ~~handicapped employees~~ **individuals with disabilities**, as prohibited by the Rehabilitation Act.

Article 7, Section 1

Section 1. Definition and Use

C. City Carrier Assistant Employees (CCAs) The city carrier assistant work force shall be comprised of noncareer, bargaining unit employees, as follows:

1. City carrier assistants may perform the full range of letter carrier duties. The number of city carrier assistants who may be employed in any reporting period shall not exceed 15% of the total number of ~~full time~~ career city carriers in that District.
2. In order to meet the fundamental changes in the business environment, including, but not limited to flexible windows which may be necessary to develop and provide new

products and services, the Employer has the right to hire up to 8,000 CCAs in addition to those authorized in paragraph 1, above. The number of such city carrier assistants who may be employed in any reporting period shall not exceed 8% of the total number of ~~full~~ ~~time~~ career city carriers in that District.

Article 8, Section 2

Section 2. Work Schedules

D. Full time employees who are not on an “Overtime Desired” list or on the Work Assignment list, shall not be required to work beyond eleven and a half (11.5) hours of work in a day or sixty (60) hours of work in a service week, and shall not be subject to disciplinary action for terminating their tour of duty when these limits on hours of work are reached.

Article 8, Section 3

Section 3. Exceptions

The above shall not apply to part-time employees.

Part-time employees will be scheduled in accordance with the above rules, except they may be scheduled for less than eight (8) hours per service day and less than forty (40) hours per normal work week. **All PTFs will be guaranteed a minimum of one (1) nonscheduled day each service week, except during the penalty overtime exclusion period. Management will notify PTF employees of their assigned nonscheduled day by the Wednesday preceding the service week.**

CCA employees will be scheduled in accordance with Section 2, A and B, of this Article. **All CCAs will be guaranteed a minimum of one (1) nonscheduled day each service week, except**

during the penalty overtime exclusion period. Management will notify CCAs of their assigned nonscheduled day by the Wednesday preceding the service week.

Article 8, Section 4

Section 4. Overtime Work

G. For any hours worked beyond twelve (12) hours in a service day or sixty (60) hours in a service week the employee is to be paid at the rate of two and one-half (2 1/2) times the base hourly straight time rate.

Article 8, Section 5

Section 5. Overtime Assignments

A. Employees desiring to work overtime shall place their names on either **one or both of the** "Overtime Desired" lists **defined below** or the "Work Assignment" list during the two weeks prior to the start of the calendar quarter, and their names shall remain on the list until such time as they remove their names from the list. Employees may switch ~~from one lists to the other~~ during the two weeks prior to the start of the calendar quarter, and the change will be effective beginning that new calendar quarter.

1. Full-time letter carriers, including those on limited or light duty, may sign up for either one or both of the following regular Overtime Desired Lists:

- Employees desiring to work up to twelve (12) hours per day on their regularly scheduled day(s). Employees signing only this list are not on the Overtime Desired List on their non-scheduled day(s). However, employees signing both regular Overtime Desired Lists are eligible to work up to twelve (12) hours per day on**

their regularly scheduled day(s) and their non- scheduled day(s).

• Employees desiring to work eight (8) hours per day on their non-scheduled days. Employees signing only this list are not on the Overtime Desired List on their regularly scheduled days or beyond eight (8) hours on their non-scheduled days. However, employees signing both regular Overtime Desired Lists are eligible to work up to twelve (12) hours per day on their regularly scheduled day(s) and their non- scheduled day(s).

Article 8, Section 5.C.2

b. During the quarter every effort will be made to distribute equitably the opportunities for overtime amongst those **employees** on the **same** “Overtime Desired” list.

c. In order to ~~insure~~ **ensure** equitable opportunities for overtime, overtime hours worked and opportunities offered will be posted and updated weekly.

Article 8, Section 5.G

G. Full-time employees not on the “Overtime Desired” list may be required to work overtime only if all available employees on the “Overtime Desired” list have worked up to twelve (12) hours in a day or sixty (60) hours in a service week. Employees on the “Overtime Desired” list:

1. may be required to work up to twelve (12) hours in a day and sixty (60) hours in a service week (subject to payment of penalty over-time pay set forth in Section 4.D for contravention of Section 5.F); and

2. excluding December, shall be limited to no more than twelve (12) hours of work in a day and no more than sixty (60) hours of work in a service week **unless they volunteer to work**

beyond those limits pursuant to paragraph 3 below; and

3. may volunteer to exceed twelve (12) hours of work in a day or sixty (60) hours of work in a service week (subject to the payment of Section 4.G). Those who do not volunteer shall not be subject to disciplinary action for terminating their tour of duty when the limits on hours of work in paragraph 2 above are reached.

Article 9, Section 2

Section 2. Basic Annual Salary

Effective November ~~23, 2019~~ **18, 2023**—the basic annual salary for each grade and step of Table One and Table Two shall be increased by an amount equal to ~~1.43%~~ **1.3%** of the basic annual salary for the grade and step in effect on the date of this Agreement.

Effective November ~~21, 2020~~ **16, 2024**—the basic annual salary for each grade and step of Table One and Table Two shall be increased by an amount equal to ~~1.43%~~ **1.3%** of the basic annual salary for the grade and step in effect on the date of this Agreement.

Effective November ~~20, 2021~~ **15, 2025**—the basic annual salary for each grade and step of Table One and Table Two shall be increased by an amount equal to **1.3%** of the basic annual salary for the grade and step in effect on the date of this Agreement.

~~Effective November 19, 2022—the basic annual salary for each grade and step of Table One and Table Two shall be increased by an amount equal to 1.3% of the basic annual salary for the grade and step in effect on the date of this Agreement.~~

Article 9, Section 3

Section 3. Cost of Living Adjustment

A. Definitions

2. “Consumer Price Index Base” refers to the Consumer Price Index for the month of ~~July 2019~~ **January 2023** and is referred to herein as the “Base Index.”

B. Effective Dates of Adjustment

- the second full pay period after the release of the ~~January 2020~~ **July 2023** Index
- the second full pay period after the release of the ~~July 2020~~ **January 2024** Index
- the second full pay period after the release of the ~~January 2024~~ **July 2024** Index
- the second full pay period after the release of the ~~July 2024~~ **January 2025** Index
- the second full pay period after the release of the ~~January 2022~~ **July 2025** Index
- the second full pay period after the release of the ~~July 2022~~ **January 2026** Index
- the second full pay period after the release of the ~~January 2023~~ **July 2026** Index

C. The basic salary schedules provided for in Table One and Step ~~Θ~~ **P** of Table Two of this Agreement shall be increased one cent per hour for each full 0.4 of a point increase in the applicable Index above the Base Index.

D. Steps A through ~~N~~ **O** in the basic salary schedules provided for in Table Two of this Agreement shall receive COLAs calculated using the formula in paragraph C adjusted proportionally to each step’s percentage of Step ~~Θ~~ **P**. Step AA

of the Hourly Basic Rates for Part-Time Flexible Employees provided for in Table Two of this Agreement shall receive COLA calculated using the same formula in paragraph C adjusted proportionally to its percentage of Step ~~Θ~~ **P**.

~~E. Effective November 19, 2022, Table One and Step P of Table Two shall receive COLAs calculated using the formula in paragraph C. Also effective November 19, 2022, Steps A through O (including Step AA of the Hourly Basic Rates for Part Time Flexible Employees) in the basic salary schedules provided for in Table Two of this Agreement shall receive COLAs calculated using the formula in paragraph C adjusted proportionally to each Step's percentage of Step P.~~

Article 9, Section 7

Section 7. City Carrier Assistants (CCAs)

The CCA hourly rates in Table Three shall be adjusted by the general increases provided for in Article 9.2. In addition, CCAs will receive the following wage adjustments:

Effective November ~~23, 2019~~ **18, 2023**, the CCA hourly rates in Table Three shall be increased by 1.0%.

Effective November ~~21, 2020~~ **16, 2024**, the CCA hourly rates in Table Three shall be increased by 1.0%.

Effective November ~~20, 2021~~ **15, 2025**, the CCA hourly rates in Table Three shall be increased by 1.0%.

~~Effective November 19, 2022, the CCA hourly rates Table Three shall be increased by 1.0%.~~

CCA hourly rates in Table Three shall be increased by \$0.50 per hour. This wage

adjustment shall be implemented, and effective upon implementation, within 180 days of the ratification date of this Agreement.

Article 9, Section 8

Section 8. ~~New Steps~~ Modification of City Carrier Pay Tables

~~NALC RSC Q7 (Table Two) will be modified to include a new entry Step AA for the Hourly Basic Rates of Part Time Flexible (PTF) Employees. The Step AA Hourly Basic Rate will be equal to Step A of the Full Time/Part Time Regular Employees Hourly Basic Rate in Table Two. The waiting period from PTF Step AA to PTF Step A in Table Two will be 46 weeks. Upon conversion to Full Time, Part Time Flexible employees in RSC Q7 (Table Two) will be slotted into the Full Time Step commensurate with their number of weeks as a PTF, and retain their time credit toward the next step.~~

~~Effective November 19, 2022, NALC RSC Q (Table One) and NALC RSC Q7 (Table Two) will be modified to include an additional Step P that is \$444 more than Step O of the basic salary schedule in Tables One and Two. The waiting period in Step O to reach Step P of the basic salary schedule in Tables One and Two will be 46 weeks. Employees with at least 46 weeks in Step O of the basic salary schedule in Tables One and Two on November 19, 2022 will advance to Step P in the salary schedule, and employees with less than 46 weeks will advance upon reaching 46 weeks.~~

NALC RSC Q (Table One) and RSC Q7 (Table Two) will be modified in accordance with the Memorandum of Understanding Re: City Carrier Pay Table Step Modifications. These modifications shall be implemented, and effective upon implementation, within 180

days of the ratification date of this Agreement.

Article 9, Section 9

Section 9. Step P Wage Increase

The Step P rate in Tables 1 and 2 shall receive a one-time pay increase to an amount that is equal to a flat dollar amount of \$1,000. This change shall be implemented, and effective upon implementation, within 180 days of the ratification date of this Agreement.

Article 11, Section 1

Section 1. Holidays Observed

The following ~~ten (10)~~ **eleven (11)** days shall be considered holidays for full-time, and part-time regular scheduled employees hereinafter referred to in this Article as "employees":

New Year's Day
Martin Luther King, Jr.'s Birthday
Presidents Day
Memorial Day
Juneteenth
Independence Day
Labor Day
Columbus Day
Veterans' Day
Thanksgiving Day
Christmas Day

Article 11, Section 7

Section 7. Holiday Part-Time Employee

A part-time flexible schedule employee shall not receive holiday pay as such. Part-Time Flexible employees other than those in Step AA shall be compensated for the ~~ten (10)~~ **eleven (11)** holidays by basing the employee's regular straight time hourly rate on the employee's annual rate divided

by ~~2,000~~ **1,992** hours. For work performed on December 25, a part-time flexible schedule employee shall be paid in addition to the employee's regular straight time hourly rate, one-half (1/2) times the employee's regular straight time hourly rate for each hour worked up to eight (8) hours.

Article 12, Section 2

Section 2. Principles of Seniority

B. An employee who left the bargaining unit on or after July 21, 1973 and returns to the same craft:

1. will begin a new period of seniority if the employee returns from a position outside the Postal Service; or
2. will begin a new period of seniority if the employee returns from a non-bargaining unit position within the Postal Service, unless the employee returns within ~~12~~ years from the date the employee left the unit.

Article 12, Section 5.A

Section 5. Reassignments

A. Basic Principles and Reassignments:

When it is proposed to:

1. Discontinue an independent installation;
2. Consolidate an independent installation (i.e., discontinue the independent identity of an installation by making it part of another and continuing independent installation);
3. Transfer a classified station or classified branch to the jurisdiction of another installation or make an independent installation;
4. Reassign within an installation employees excess to the needs of a section of that

installation;

5. Reduce the number of regular work force employees of an installation other than by attrition;

~~6. Centralized mail processing and/or delivery installation (Clerk Craft only);~~

~~7. Reassignment motor vehicles;~~

~~8. Reassignment part time flexibles in excess of quota; such actions shall be subject to the following principles and requirements.~~

Article 12, Section 5.B

B. Principles and Requirements

~~7. Whenever changes in mail handling patterns are undertaken in an area including one or more postal installations with resultant successive reassignments of clerks from those installations to one or more central installations, the reassignment of clerks shall be treated as details for the first 180 days in order to prevent inequities in the seniority lists at the gaining installations. The 180 days is computed from the date of the first detail of a clerk to the central, consolidated or new installation in that specific planning program. If a tie develops in establishing the merged seniority roster at the gaining installation, it shall be broken by total continuous service in the regular work force in the same craft.~~

~~8. In determining seniority of special delivery messengers who received career status under Civil Service Regulation 3.101, that period of continuous service as a special delivery messenger prior to attaining career status shall be included.~~

Article 12, Section 5.C.4.c

C. Special Provisions on Reassignments

4. Reassignment Within an Installation of Employees Excess to the Needs of a Section

c. Such reassigned full-time employee retains the right to retreat to the section from which withdrawn only upon the occurrence of the first residual vacancy in the salary level after employees in the section have completed bidding. Such bidding in the section is limited to employees in the same salary level as the vacancy. Failure to bid for the first available vacancy will end such retreat right. The right to retreat to the section is optional with the employee who has retreat rights with respect to a vacancy in a lower salary level. Failure to exercise the option does not terminate the retreat rights in the salary level in which the employee was reassigned away from the section. ~~In the Clerk Craft, an employee may exercise the option to retreat to a vacancy in a lower salary level only to an assignment for which the employee would have been otherwise eligible to bid.~~

Article 12, Section 5.C.5.b.1.(b)(c)

5. Reduction in the Number of Employees in an Installation Other Than by Attrition

b. Reassignments to other installations after making reassignments within the installation:

(1) Involuntarily reassign such excess full-time employees starting with the junior with their seniority for duty assignments to vacancies in the same or lower level in the same craft or occupational group in installations within 100 miles of the losing installation, or in more distant installations if after consultation with the affected Union it is determined that it is necessary, the Postal Service will designate such installations for the reassignment of excess full-time employees. However:

(a) Whenever full-time letter carrier routes, carrier technician or router assignments are transferred from one installation to another, the full-time letter carriers whose complete routes or assignments are transferred shall have the option of transferring with their routes or assignments, with their seniority. If a full-time letter carrier declines the option of transferring with the route or assignment, any qualified full-time letter carrier in the delivery unit may request, by seniority, to be reassigned with the route or assignment, with their seniority. The request of the senior qualified carrier shall be granted, and shall be counted in accordance with Article 12.3.

~~(b) Whenever full time or part time motor vehicle craft assignments are discontinued in an installation and there is an excess in a position designation and salary level, the excess shall be adjusted to the maximum extent possible by making voluntary reassignments to vacant motor vehicle craft positions in installations within 100 miles unless the employee applies for a vacancy in a more distant installation. Senior qualified applicants for such vacant positions shall be reassigned. When reassignment is in the same designation and salary level, the reassigned employee retains his/her seniority.~~

~~(c) When the entire special delivery messenger unit is moved from one independent installation to another and all special delivery territory is transferred, the special delivery messengers will be reassigned in the gaining unit with full seniority credit for all seniority gained in the craft and installation. When less than the~~

~~entire special delivery messenger unit is transferred and it is necessary to reassign one or more special delivery messengers to the gaining installation, senior special delivery messengers shall be given option for reassignment. If no special delivery messenger elects to be reassigned, the junior special delivery messenger shall be reassigned.~~

Article 12.5.C.5.b.(6)

(6) Employees involuntarily reassigned under b(1) and (2) above, other than senior employees who elect to be reassigned in place of junior employees, shall be entitled at the time of such reassignment to file a written request to be returned to the first vacancy in the level, in the craft or occupational group in the installation from which reassigned, and such request shall be honored so long as the employee does not withdraw it or decline to accept an opportunity to return in accordance with such request.

~~In the Clerk Craft, an employee(s) involuntarily reassigned shall be entitled at the time of such reassignment to file a written request to return to the first vacancy in the craft and installation from which reassigned. Such request for retreat rights must indicate whether the employee(s) desires to retreat to the same, lower, and/or higher salary level assignment and, if so, what salary level(s). The employee(s) shall have the right to bid for vacancies within the former installation and the written request for retreat rights shall serve as a bid for all vacancies in the level from which the employee was reassigned and for all residual vacancies in other levels for which the employee has expressed a desire to retreat. The employee(s) may retreat to only those assignments for which the employee(s) would have been otherwise eligible to bid. If vacancies are available in a specified lower, higher or same salary~~

~~level, the employee will be given the option. Failure to exercise retreat rights to the first available vacancy terminates such rights. Furthermore, employee(s) electing to retreat to a lower level assignment are not entitled to salary protection.~~

Article 12.5.C.6

6. ~~Centralized Mail, Processing and/or Delivery Installation (Clerk Craft Only)~~

~~a. When the operations at a centralized installation or other mail processing and/or delivery installation result in an excess of full-time clerks at another installation(s), full-time clerks who are excess in a losing installation(s) by reason of the change, shall be reassigned as provided in Section C.5.b.~~

~~Reassignments of clerks shall be treated as details for the first 180 days to avoid inequities in the selection of preferred duty assignments by full time clerks in the gaining installation.~~

~~b. Previously established preferred duty assignments which become vacant before expiration of the detail period must be posted for bid and awarded to eligible full time clerks then permanently assigned in the gaining installation. Excess part time flexible clerks may be reassigned as provided for in Section C.8.~~

~~e. All new duty assignments created in the gaining installation and all other vacant duty assignments in the centralized installation shall be posted for bid. One hundred eighty (180) days is computed from the date of the first detail of an employee. Bidding shall be open to all full-time clerks of the craft involved at the gaining installation. This includes full-time clerks assigned to the gaining installation.~~

~~d. When the centralized installation is a new one:~~

~~(1) Full time clerks who apply for reassignment from the losing installation, shall be reassigned with their seniority.~~

~~(2) Reassignments shall be in the order of seniority and shall not exceed the number of excess full time clerks in the losing installation.~~

~~(3) The provisions of 5.a, above, apply to reassign junior full-time excess clerks, with their seniority, when there are excess full-time clerks after the reassignment of senior full-time clerks who apply for reassignment.~~

Article 12, Section 5.C.7

~~7. Reassignments – Motor Vehicle~~

~~a. When a vehicle maintenance facility is established to replace an auxiliary garage, full-time and part time flexible craft positions in the gaining installation are to be posted in the losing installation for applications by full time and part time flexible employees, respectively. Senior qualified applicants shall be reassigned without loss of seniority, but not to exceed the number of excess employees in the losing installation.~~

~~b. When a vehicle maintenance facility is established to replace vehicle maintenance in a perimeter office, full time and part time flexible craft positions in the new maintenance facility shall be posted in the losing installation for applications by full time and part time flexible employees, respectively. Senior qualified applicants shall be reassigned without loss of seniority, but not to exceed the number of excess employees in~~

~~the losing installation.~~

~~e. When vehicle operations are changed by transfer from one installation to another, new full time and part time flexible craft positions shall be posted for applications in the losing installation by full time and part time flexible employees in the craft, respectively. Senior qualified applicants shall be reassigned without loss of seniority, but not to exceed the number of excess employees in the losing installation.~~

~~d. After all reassignments have been made to the gaining installation, pursuant to Subsections a, b and c, the new full time assignments in the gaining installation shall be posted for bids.~~

~~e. If, after establishment of a new installation, operations result in further excess at losing installation(s), the procedures in Subsections a, b, c and d, above, apply to reassign senior applicants from the losing installation(s) to positions in the new installation.~~

Article 12, Section 5.C.8

8. Reassignment — Part Time Flexible Employees in Excess of Quota (Other Than Motor Vehicle)

~~Where there are part time flexible employees in excess of the part time flexible quota for the craft for whom work is not available, part time flexibles lowest on the part time flexible roll equal in number to such excess may at their option be reassigned to the foot of the part time flexible roll in the same or another craft in another installation.~~

~~a. An excess employee reassigned to another craft in the same or another installation shall be assigned to the foot of the part time flexible roll and begin a new~~

period of seniority.

~~b. An excess part time flexible employee reassigned to the same craft in another installation shall be placed at the foot of the part time flexible roll. Upon change to full time from the top of the part time flexible roll, the employee's seniority for preferred assignments shall include the seniority the employee had in losing installation augmented by part time flexible service in the gaining installation.~~

~~e. A senior part time flexible in the same craft or occupational group in the same installation may elect to be reassigned in another installation in the same or another craft and take the seniority, if any, of the senior excess part time flexible being reassigned, as set forth in a and b, above.~~

~~d. The Postal Service will designate, after consultation with the affected Union, vacancies at installations in which excess part time flexibles may request to be reassigned beginning with vacancies in other crafts in the same installation; then vacancies in the same craft in other installations; and finally vacancies in other crafts in other installations making the designations to minimize relocation hardships to the extent practicable.~~

~~e. Part time flexibles reassigned to another craft in the same installation shall be returned to the first part time flexible vacancy within the craft and level from which reassigned.~~

~~f. Part time flexibles reassigned to other installations have retreat rights to the next such vacancy according to their standing on the part time flexible roll in the losing installation but such retreat right does not extend to part time flexibles who elect to~~

~~request reassignment in place of the junior part time flexibles.~~

~~g. The right to return is dependent upon a written request made at the time of reassignment from the losing installation and such request shall be honored unless it is withdrawn or an opportunity to return is declined.~~

Article 14, Section 3

Section 3. Implementation

C. There shall be established at the District Level, a District Joint Labor- Management Safety Committee. District Safety Committees will consist of at least two (2) members from each party; with management members selected by the District Manager or designee and Union members selected by the NALC President or designee. District Safety Committees will meet quarterly. Either party may request a special meeting of the Committee. District Safety Committees are responsible for assisting in implementing District-wide safety initiatives, facilitating communication between Area and Local Safety Committees, and assisting Local Committees as determined by the District Manager and Union. The USPS/NALC National Joint Labor-Management Safety Committee will create guidelines for District Committees. Area Safety Committees are responsible for assisting and monitoring District Committees.

D €. The Employer will make Health Service available for the treatment of job related injury or illness where it determines they are needed. The Health Service will be available from any of the following sources: U.S. Public Health Service; other government or public medical sources within the area; independent or private medical

facilities or services that can be contracted for; or in the event funds, spaces and personnel are available for such purposes, they may be staffed at the installation. The Employer will promulgate appropriate regulations which comply with applicable regulations of the Office of Workers' Compensation Programs, including employee choice of health services.

E D. The Employer will comply with Section 19 of the Williams-Steiger Occupational Safety and Health Act.

Article 16, Section 7

Section 7. Emergency Procedure

An employee may be immediately placed on an off-duty status (without pay) by the Employer, but remain on the rolls where the allegation involves intoxication (use of drugs or alcohol), pilferage, or failure to observe safety rules and regulations, or in cases where retaining the employee on duty may result in damage to U.S. Postal Service property, loss of mail or funds, or where the employee may be injurious to self or others. The employee shall remain on the rolls (non-pay status) until disposition of the case has been had. If it is proposed to suspend such an employee for more than thirty (30) days or discharge the employee, the emergency action taken under this Section may be made the subject of a separate grievance.

An employee placed in an off-duty status under this Section may utilize their accrued annual leave during this period.

Article 17, Section 5

Section 5. Labor-Management Committee Meetings

A. The Union through its designated agents shall be entitled at the national, area, and local levels, and

at such other intermediate levels as may be appropriate, to participate in regularly scheduled Joint Labor-Management Committee meetings for the purpose of discussing, exploring, and considering with management matters of mutual concern; provided neither party shall attempt to change, add to or vary the terms of this Collective Bargaining Agreement. **The parties at the local level will meet at least twice per year, unless locally negotiated otherwise.**

Article 17, Section 7

Section 7. Checkoff

A. In conformity with Section 2 of the Act, 39 U.S.C. 1205, without cost to the Union, the Employer shall deduct and remit to the Union the regular and periodic Union dues from the pay of employees **as instructed in writing by the Union and the employee, who are members of the Union, provided that the Employer has received a** ~~which~~ **written assignment which by the employee** shall be irrevocable for a period of not more than one (1) year, from each employee on whose account such deductions are to be made.

Additionally, the Employer agrees to make voluntary deductions authorized by the employee and directed by the Union. The parties agree that the Union will have sole responsibility for and control over dues withholding and revocation and voluntary deductions authorized by the Employee and directed by the Union. The Union must provide the Postal Service with withholding and revocation information in a format and within time periods acceptable to the Postal Service.

The Employer agrees to remit to the Union all deductions to which it is entitled fourteen (14) days after the end of the pay period for which such deductions are made. Deductions shall be in such amounts as are designated to the Employer in writing by the Union.

B. The authorization of such deductions shall be in the following form. **Revocation of authorization shall be made in accordance with the terms of Standard Form 1188:**

UNITED STATES POSTAL SERVICE

AUTHORIZATION FOR DEDUCTION OF
UNION DUES

I hereby assign to the *National Association of Letter Carriers, AFL-CIO*, from any salary or wages earned or to be earned by me as your employee (in my present or any future employment by you) such regular and periodic membership dues as the Union may certify as due and owing from me, as may be established from time to time by said Union. I authorize and direct you to deduct such amounts from my pay and to remit same to said Union at such times and in such manner as may be agreed upon between you and the Union at any time while this authorization is in effect, which includes a ~~\$8.00~~ **\$20.00** yearly subscription to the Postal Record as part of the membership dues.

Notice: Contributions or gifts to the National Association of Letter Carriers, AFL-CIO are not tax deductible as charitable contributions for Federal income tax purposes. However, they may be tax deductible under other provisions of the Internal Revenue Code.

This assignment, authorization and direction shall be irrevocable for a period of one (1) year from the date of delivery hereof to you, and I agree and direct that this assignment, authorization and direction shall be automatically renewed, and shall be irrevocable for successive periods of one (1) year, unless written notice is given by me to you and the Union **via USPS Form 1188** not more than twenty (20) days and not less than ten (10) days prior to the expiration of each period of one (1) year. This

assignment is freely made pursuant to the provisions of the Postal Reorganization Act and is not contingent upon the existence of any agreement between you and my Union.

(Form to be revised to conform to Postal Service Machine Requirements as on SF 1187.)

C. Notwithstanding the foregoing, employees' dues deduction authorizations (Standard Form 1187) which are presently on file with the Employer on behalf of the Union shall continue to be honored and given full force and effect by the Employer unless and until revoked in accordance with their terms.

D. The Union shall defend, indemnify, save and hold the Postal Service harmless from any and all claims, responsibility, damage, suit, demand, grievance or other liability (including attorney's fees incurred by the Postal Service), which may arise out of any actions taken by the Postal Service required by the terms of this Article or in reliance upon instructions provided by the Union in connection with the Union's operation and control over said dues withholding and revocation.

DE. The Employer agrees that it will continue in effect, but without cost to employees, its existing program of payroll deductions at the request and on behalf of employees for remittance to financial institutions including credit unions. In addition the Employer agrees without cost to the employee to make payroll deductions on behalf of such organization or organizations as the Union shall designate to receive funds to provide group automobile insurance and/or homeowners/tenant liability insurance for employees, provided only one insurance carrier is selected to provide such coverage.

Article 21, Section 1

Section 1. Health Benefits

The method for determining the Employer bi-weekly contributions to the cost of employee health insurance programs under the Federal Employees Health Benefits Program (FEHBP)* will be as follows:

A. The Office of Personnel Management shall calculate the subscription charges under the FEHBP **Program*** that will be in effect the following January with respect to self only enrollments and self and family enrollments.

B. The bi-weekly Employer contribution for self only, self plus one, and self and family plans is adjusted to an amount equal to ~~73% in 2020 and 2021, and 72.0% in 2022 and 2023,~~ **2024, 2025, and 2026** of the weighted average bi-weekly premiums under the FEHBP/**PSHB Program*** as determined by the Office of Personnel Management. The adjustment begins on the effective date determined by the Office of Personnel Management in ~~January 2020, January 2021, and January 2022,~~ and **January 2023, January 2024, January 2025, and January 2026.**

C. The weight to be given to a particular subscription charge for each FEHBP/**PSHB Program*** plan and option will be based on the number of enrollees in each such plan and option for whom contributions have been received from employers covered by the FEHBP/**PSHB Program*** as determined by the Office of Personnel Management.

D. The amount necessary to pay the total charge for enrollment after the Employer's contribution is deducted shall be withheld from the pay of each enrolled employee. To the extent permitted by law, the Employer shall permit employees covered by this Agreement to make their premium contributions to the cost of each plan on a pre-tax basis, and shall extend eligibility to such employees for the U.S. Postal Service's flexible spending account plans for unreimbursed health care expenses and work-related dependent child care and elder care expenses as authorized under Section 125 of the Internal Revenue

Code.

E. The limitation upon the Employer's contribution towards any individual employee shall be ~~76% in 2020 and 2021, and 75% in 2022 and 2023,~~ **2024, 2025, and 2026** of the subscription charge under the **FEHBP/PSHB Program*** in ~~2020, 2021, 2022, and 2023,~~ **2024, 2025, and 2026.**

Section 5. Health Benefit Brochures

When a new employee who is eligible for enrollment in the Federal Employee's Health Benefit Program/**Postal Service Health Benefit Program*** enters the Postal Service, the employee shall be furnished a copy of the Health Benefit Plan brochure of the Union signatory to this Agreement which represents the craft in which the employee is to be employed.

***As of January 2025, postal employees will be covered by the Postal Service Health Benefits Program ("PSHB Program")**

Article 26, Section 2

Section 2. Annual Allowance

The annual allowance for eligible employees in the reimbursable uniform program shall be as follows:

A. Effective ~~May 21, 2021~~ **May 21, 2025** the annual allowance for all eligible employees shall be increased from present ~~\$464.00~~ **\$499.00** per annum to ~~\$487.00~~ **\$536** per annum. The increase shall become effective on the employee's anniversary date.

Effective ~~May 21, 2022~~ **May 21, 2026** the annual allowance for all eligible employees shall be increased from ~~\$487.00~~ **\$536** per annum to ~~\$499.00~~ **\$549** per annum. The increase shall become effective on the employee's anniversary date.

B. A newly eligible employee entering the reimbursable uniform program will receive an additional credit to the employee's allowance as follows:

Effective ~~May 21, 2025~~ ~~May 21, 2021~~ - ~~\$113.00~~
\$125 if entitled to ~~\$487.00~~ **\$536** per annum.

Effective ~~May 21, 2022~~ ~~May 21, 2026~~ - ~~\$116.00~~
\$128 if entitled to ~~\$499.00~~ **\$549** per annum.

An eligible employee cannot receive this additional credit more than once; however, the current procedures regarding employees transferring from one allowance category to another shall be continued.

Unused portions of an eligible employee's annual allowance for uniform and work clothing will be carried over and available for use beginning twelve (12) months after the end of each anniversary year. An eligible employee's uniform or work clothing allowance balance may not exceed the sum of two (2) years of the employee's annual allowance entitlement. This uniform and work clothing program adjustment will be implemented no later than twelve (12) months from the effective date of the 2023-2026 Agreement.

Article 30, Section A

A. Presently effective local memoranda of understanding not inconsistent or in conflict with the ~~2023~~¹⁹ National Agreement shall remain in effect during the term of this Agreement unless changed by mutual agreement pursuant to the local implementation procedure set forth below or, as a result of an arbitration award or settlement arising from either party's impasse of an item from the presently effective local memorandum of understanding (LMOU).

Article 30, Section B

B. There shall be a 30-day period of local implementation to commence April ~~3²⁹~~, 2025~~21~~ on the 22 specific items enumerated below, provided that no LMOU may be inconsistent with or vary the terms of the ~~2023~~¹⁹ National Agreement:

Article 35, Section 2

Section 2. Joint Committee

For the term of ~~this the 2019~~ National Agreement, the Employer and the Union agree to establish at the national level a National EAP Committee. The Committee will have responsibility for jointly assessing the effectiveness of EAPs operating inside and outside the USPS, and for developing on an ongoing basis the general guidelines with respect to the level of services and the mechanisms by which the services will be provided.

The Committee is not responsible for day-to-day administration of the program.

The Committee shall convene at such times and places as it deems appropriate during the term of ~~this the 2019~~ National Agreement. No action or recommendations may be taken by the Committee except by consensus of its members. In the event that the members of the Committee are unable to agree within a reasonable time on an appropriate course of action with respect to any aspect of its responsibility, the Vice President, Labor Relations, and the National Union President shall meet to resolve such issues.

The Committee is authorized to obtain expert advice and assistance to aid its pursuit of its objectives. The apportionment of any fees and expenses for any such experts shall be by consensus of the Committee.

The Employer and the Union agree that they will

cooperate fully at all levels towards achieving the objectives of the EAP. This joint effort will continue for the term of ~~this the 2019~~ National Agreement.

Article 43, Section 2

Unless otherwise provided, this Agreement shall be effective ~~September 20, 2019~~ **May 20, 2023** and shall remain in full force and effect to and including 12 midnight ~~May 20, 2023~~ **November 7, 2026**, and unless either party desires to terminate or modify it, for successive annual periods. The party demanding such termination or modification must serve written notice of such intent to the other party, not less than 90 or more than 120 days before the expiration date of the Agreement.

Appendix B

F. Article 21 - Health Insurance

After an initial appointment for a 360-day term and upon reappointment to another 360-day term, any eligible noncareer CCA employee who wants to pay health premiums to participate in the ~~Federal Employees~~ **Postal Service Health Benefits (FEHBPSHB)** Program on a pre-tax basis will be required to make an election to do so in accordance with applicable procedures. A previous appointment as a transitional employee will count toward qualifying for participation in ~~FEHBPSHB~~, in accordance with the Office of Personnel Management (OPM) regulations. The total cost of health insurance is the responsibility of the noncareer CCA employee except as provided below.

Memorandum of Understanding Changes

Amended Memorandums

MEMORANDUM OF UNDERSTANDING BETWEEN THE UNITED STATES POSTAL SERVICE AND THE NATIONAL ASSOCIATION OF LETTER CARRIERS, AFL-CIO

Re: City Carrier Assistants - Conversion to Career Status

The U.S. Postal Service and the National Association of Letter Carriers, AFL-CIO agree that City Carrier Assistants (CCAs) who reach 24 months of relative standing will be converted to part-time flexible career status in their installation.

- ~~• CCAs converted to part time flexible employees under this MOU will count as full time career carriers for purposes of calculating the CCA cap.~~
- Any accumulated annual leave will be paid out to the CCA in a lump sum consistent with Appendix 8.3.B.1.c upon conversion under this MOU.
- In offices with 200 or more workyears, part-time flexible employees converted under this MOU will not be counted until they have at least 52 weeks of service credit as a PTF for purposes of calculating the full-time staffing percentage in Article 7.3.A.
- ~~• Conversions made under this memorandum are in addition to conversions to full-time regular opportunities pursuant to the Memorandum of Understanding, Re: Full-time Regular Opportunities - City Letter~~

Carrier Craft.

- CCAs may decline the opportunity to be converted to career status under this memorandum. A CCA who does not accept the career opportunity will no longer be eligible for conversion to career status under this memorandum, but will retain his or her relative standing and will remain eligible for conversion to career status under the Memorandum of Understanding, *Re: Full-time Regular Opportunities - City Letter Carrier Craft.*

In light of the continuing changes in the competitive environment in which the Postal Service operates, the parties will meet no less than annually to discuss any necessary adjustments to this MOU as it relates to City Carrier Assistant (CCA) and Part-Time Flexible (PTF) staffing, complements, and conversions.

While it is the parties' intent to continue this MOU beyond the 2019-2023 Agreement provided operational circumstances remain conducive to doing so, should the parties fail to reach agreement for modification or extension of this MOU in the next collective bargaining agreement, and the continuation of this MOU is an issue to be resolved in interest arbitration, there shall be no presumption that this MOU is to be carried forward based upon the fact that the provisions of the MOU have been in effect.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO
JOINT BARGAINING COMMITTEE
(~~American Postal Workers Union,
AFL-CIO, and National Association
of Letter Carriers, AFL-CIO~~)**

Re: Article 8

Recognizing that excessive use of overtime is inconsistent with the best interests of postal employees and the Postal Service, it is the intent of the parties in adopting changes to Article 8 to limit overtime, to avoid excessive mandatory overtime, and to protect the interests of employees who do not wish to work overtime, while recognizing that bona fide operational requirements do exist that necessitate the use of overtime from time to time. The parties have agreed to certain additional restrictions on overtime work, while agreeing to continue the use of overtime desired lists to protect the interests of those employees who do not want to work overtime, and the interests of those who seek to work limited overtime. The parties agree this memorandum does not give rise to any contractual commitment beyond the provisions of Article 8, but is intended to set forth the underlying principles which brought the parties to agreement.

The new provisions of Article 8 contain different restrictions than the old language. However, the new language is not intended to change existing practices relating to use of employees not on the overtime desired list when there are insufficient employees on the list available to meet the overtime needs. For example, if there are five available employees on the overtime desired list and five not on it, and if 10 work-hours are needed to get the mail out within the next hour, all ten employees may be required to work overtime. But if

there are 2 hours within which to get the mail out, then only the five on the overtime desired list may be required to work.

The parties agree that Article 8, Section 5.G.1., does not permit the Employer to require employees on the overtime desired list to work overtime on more than 4 of the employee's 5 scheduled days in a service week, over 8 hours on a non-scheduled day, or over 6 days in a service week.

~~Normally, employees on the overtime desired list who don't want to work more than 10 hours a day or 56 hours a week shall not be required to do so as long as employees who do want to work more than 10 hours a day or 56 hours a week are available to do the needed work without exceeding the 12 hour and 60 hour limitations.~~

In the Letter Carrier Craft, where management determines that overtime or auxiliary assistance is needed on an employee's route on one of the employee's regularly scheduled days and the employee is not on the overtime desired list, the employer will seek to utilize auxiliary assistance, when available, rather than requiring the employee to work mandatory overtime.

In the event these principles are contravened, the appropriate correction shall not obligate the Employer to any monetary obligation, but instead will be reflected in a correction to the opportunities available within the list. In order to achieve the objectives of this memorandum, the method of implementation of these principles shall be to provide, during the 2-week period prior to the start of each calendar quarter, an opportunity for employees **to place their name on one of the overtime desired lists defined in Article 8.5.A** ~~placing their name on the list to indicate their availability for the duration of the quarter to work in excess of 10 hours in a day. During the quarter the Employer may require employees on the overtime desired list to work these extra hours if there is an insufficient number of employees~~

~~available who have indicated such availability at the beginning of the quarter.~~

The penalty overtime provisions of Article 8.4 are not intended to encourage or result in the use of any overtime in excess of the restrictions contained in Article 8.5.F.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Local Implementation

It is hereby agreed by the United States Postal Service and the National Association of Letter Carriers, AFL-CIO that the following procedures will apply to the implementation of Article 30 during the ~~2019~~**23** local implementation period.

1. ~~2019~~**23** local implementation will commence on April ~~29~~**3**, 20**24**~~5~~ and terminate on May ~~28~~**2**, 20**24**~~5~~.
2. In the event that any issue(s) remain in dispute at the end of the thirty (30) day local implementation period, each party shall identify such issue(s) in writing. Initialed copies of this written statement and copies of all proposals and counterproposals pertinent to the issue(s) in dispute will be furnished by the appropriate local party to the appropriate management official at the Labor Relations Service Center with copies to the Postmaster and the Union's Regional Representative within fifteen (15) days of the expiration of the local implementation period. Inclusion of any matter in the written statement does not necessarily reflect the agreement of either of the parties that such matter is properly subject to local implementation.

3. The Representative of the Employer and the Union's Regional Representative shall attempt to resolve the matters in dispute within seventy-five (75) days after the expiration of the local implementation period. The Representatives of both the Union and the Employer will have full authority to resolve all issues still in dispute.
4. If the parties identified above are unable to reach agreement by the end of the seventy-five (75) day period provided for above, the issue(s) may be appealed to final and binding arbitration by the National Union President or the Vice President, Labor Relations within twenty-one (21) days of the end of the seventy-five (75) day period.
5. Where there is no agreement, and the matter is not referred to the Labor Relations Service Center or to arbitration, the provision(s), if any, of the former Local Memorandum of Understanding (LMOU) shall apply.
6. LMOU items existing prior to the 2016~~9~~ local implementation period may not be challenged as inconsistent or in conflict, unless already subject to a pending arbitration appeal. The parties may challenge an LMOU item added or modified during a National Agreement's local implementation period as inconsistent or in conflict only during the period of local implementation of the successor National Agreement.
7. The national parties will establish an impasse arbitration panel in each area for all management and union impasse items appealed to final and binding arbitration pursuant to paragraph 4 above. A sufficient number of arbitrators will be selected so that all such appeals will be scheduled and heard within 120 days of receipt of the appeal to arbitration. In those areas where the

impasse backlog will not allow the parties to meet these time limits, it is understood that steps will be taken to process them as expeditiously as possible. Impasse appeals addressing whether an item is inconsistent or in conflict will be scheduled prior to unreasonable burden cases.

This Memorandum of Understanding expires at 12 midnight ~~May 20~~ **November 7, 2023**.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Additional Resources - Holiday Carrier Assistant

The Postal Service may employ holiday carrier assistants during the four week December period **and the two weeks preceding the four week December period, herein referred to as the HCA employment period**, as operationally necessary, effective ~~December 2014~~ **November 2025**.

Additionally, the Postal Service may employ holiday carrier assistants two weeks prior to the start of the HCA employment period solely for the purpose of training. During this additional period, holiday carrier assistants may receive training related to employment as a city carrier, including driving, mail security, and other topics necessary for the performance of their duties. Holiday carrier assistants will be paid at their regular hourly rate while completing training.

During the training period preceding the HCA employment period, holiday carrier assistants may not perform city carrier work unless the employee is being trained by another

city letter carrier craft employee.

Holiday carrier assistants are subject to the following:

- The hourly rate will be the same as that for City Carrier Assistants.
- Over the course of a service week, the Employer will make every effort to ensure that available city carrier assistants are utilized at the straight-time rate prior to assigning such work to holiday carrier assistants working in the same work location.
- When an opportunity exists for overtime full-time employees on the appropriate Overtime Desired List will be selected to perform such work prior to assigning holiday carrier assistants to work overtime in the same work location where the employees regularly work.

The Postal Service shall provide the NALC with reports on the number of holiday carrier assistants hired.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

**Re: Article 7, 12 and 13 - Crossing Craft and
Office Size**

- A. It is understood by the parties that in applying the provisions of Articles 7, 12 and 13 of this Agreement, cross craft assignments of employees, on both a temporary and permanent basis, shall continue as they were made among the six crafts under the 1978 National Agreement.

- B. It is also agreed that where this Agreement makes reference to offices/facilities/ installations with a certain number of employees or ~~man~~workyears, that number shall include all categories of bargaining unit employees in the office/ facility/installation who were covered by the 1978 National Agreement.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Full-time Regular Opportunities-City Letter Carrier Craft

The parties agree to use the following process to facilitate placement of employees into full-time regular opportunities which include: 1) residual full-time regular city letter carrier duty assignments referenced in Article 7.3.A of the 2019~~23~~ collective bargaining agreement, and 2) newly created unassigned full-time regular (**UAR**) (incumbent only) positions which increase full-time complement and are in addition to the duty assignments referenced in Article 7.3.A.

Full-time regular opportunities in the city letter carrier craft covered by this memorandum (which are not subject to a proper withholding order pursuant to Article 12 of the collective bargaining agreement) that become available on and after the ratification date of the 2019~~23~~ collective bargaining agreement will be filled as follows:

1. Full-time regular opportunities defined above will be filled within 28 days of becoming available in the following order:
 - a. if the opportunity is a residual vacancy(s), assignment of an unassigned full-time regular or full-time flexible

city letter carrier in the same installation.

- b. conversion to full-time regular status of a part-time flexible (**PTF**) city letter carrier in the same installation pursuant to Article 41.2.B.6(b) of the collective bargaining agreement.
2. Full-time regular opportunities that cannot be filled through Item 1 above will be filled by part-time flexible city letter carriers, who were on the rolls as part-time flexible letter carriers, on the ratification date of the 2016 collective bargaining agreement (August 7, 2017) and have an active transfer request (eReassign) pending to the installation where the full-time regular opportunity exists on the date the full-time regular opportunity becomes available. Approval of such requests will be made based on the order the applications from qualified part-time flexible city letter carriers are received. Requests from part-time flexible city letter carriers pursuant to this paragraph will be acted upon without regard to normal transfer considerations. Reassignments and subsequent conversions to full-time regular status under this section will occur as soon as practicable, with consideration given to operational needs in the losing installation. Requests from all other qualified employees may only be considered under Item 3 below.
3. Full-time regular opportunities that remain after Item 2 will be filled by 1) conversion of city carrier assistants to fulltime regular career status in the same installation as the full-time regular opportunities or 2) acceptance and placement of voluntary reassignment (transfer) requests pending in eReassign at the time the full-time regular opportunity becomes available from qualified bargaining unit employees (including full and part-time regular city letter carriers) or reassignment of bargaining unit employees within

the installation. If there are insufficient transfer/reassignment requests from qualified bargaining unit employees, non-bargaining unit employees may be reassigned to a full-time regular opportunity. Reassignment (transfer) requests will be made with normal considerations contained in the Memorandum of Understanding, *Re: Transfers*, based on the order the applications are received. The number of career reassignments allowed under this paragraph is limited to one in every four full-time regular opportunities filled in offices of 100 or more workyears and one in every six full-time regular opportunities filled in offices of less than 100 workyears. At least three or five, as applicable, full-time regular opportunities will be filled by conversion of city carrier assistants to full-time regular career status based on their relative standing in the same installation as the full-time regular opportunities. Conversion of city carrier assistants to full-time regular career status under this section will take place no later than the first day of the third full pay period after either the date the full-time regular opportunity becomes available or, when an employee's request for transfer is declined, or the date the employee rejects the offer.

- 4. Conversions to career status in accordance with the MOU *Re: City Carrier Assistants-Conversion to Career Status* will count toward the ratios contained in item 3 above. When a full-time regular opportunity becomes available in an installation which has a PTF city letter carrier(s) on the rolls on the date the opportunity is filled, the opportunity will be filled in accordance with item 1. If the opportunity could have been filled through the acceptance of a voluntary reassignment under item 3 had no PTF city letter carriers been on the rolls, the opportunity to transfer may be offered to a**

career bargaining unit employee who had a request pending on the date the opportunity became available. In this instance, employees who accept the opportunity to transfer shall report to the installation as a PTF city letter carrier and shall begin a new period of seniority in the gaining installation. Transfers accepted in accordance with this item shall be counted when determining the ratio in item 3.

General Terms

The national union will be provided a list of unassigned full-time regular opportunities to be filled on a weekly basis.

Residual full-time regular city letter carrier duty assignments referenced in Article 7.3.A of the 2019~~23~~ collective bargaining agreement, unless considered for reversion pursuant to Article 41.1.A.1, are considered available the date the assignment becomes a residual vacancy.

Newly created unassigned full-time regular (incumbent only) positions which increase full-time complement and are in addition to the duty assignments referenced in Article 7.3.A are considered available the date the Postal Service notifies the national union that a full-time unassigned regular opportunity will be filled.

~~The national parties will continue to discuss processes used to identify locations where it is appropriate to create full-time positions due to anticipated residual vacancies, attrition, etc.~~

Unassigned full-time regular (incumbent only) positions to cover vacancies created by full-time regular city letter carriers who are on the rolls but are not available (ORNA) will be created. The following will be used to determine when an ORNA assignment needs to be created:

- A. a full-time city letter carrier holding a bid position who has no paid workhours for a continuous period of thirteen pay periods for approved Leave Without Pay (LWOP) including, but not limited to, military LWOP, official union LWOP, limited or light duty, or injury compensation, or**
- B. a full-time city letter carrier who becomes absent for an extended period and it is likely that the employee will not return to duty for an extended period of time.**

These UAR positions will be created one time only, per ORNA carrier. In the event the ORNA carrier returns to work, once the unassigned regular is placed into the first residual vacancy in the installation, the UAR position will be delimited.

The ORNA assignments created under this agreement will create full-time opportunities as defined above.

Part-time flexible city letter carriers who elect reassignment to another installation through Item 2 above will receive retreat rights back to their original installation. Retreat rights will be offered to the first full-time regular opportunity in the original installation that cannot be filled through Item 1a above. Prior to converting a part-time flexible city letter carrier to full-time regular status through item 1b above, those carriers with voluntary retreat rights under item 2 must be offered the opportunity to return to their former installation. The only exception to the requirement to offer voluntary retreat rights is in the case of a part-time flexible city letter carrier(s) in the original installation with more seniority than the employee with the retreat rights. In this circumstance, the opportunity is filled through item 1b prior to offering an employee with voluntary retreat rights the opportunity to return to their

former installation. City letter carriers who exercise retreat rights under this paragraph will have their craft seniority restored, augmented by time worked in the other facility, upon return to the original installation. Failure to accept retreat rights ends the opportunity to retreat back to the original installation.

During the term of this agreement no reassignments in the city letter carrier craft will be made within or between installations or from other crafts, unless the reassignment is made pursuant to this agreement, based on a mutual exchange, through the Article 12 involuntary reassignment process, or by mutual agreement of the national parties.

When full-time regular opportunities may be filled through voluntary reassignment (transfer), the Postal Service shall begin the process of considering requests as soon as practicable, but no later than fourteen (14) calendar days after the date the full-time regular opportunity becomes available.

Employees accepting a voluntary reassignment under this agreement will begin a new period of craft seniority in the gaining installation.

Employees converted to full-time regular career status or transferred to an installation may participate in bidding for vacant duty assignments that are posted pursuant to Article 41.1.B of the collective bargaining agreement. If an installation is filling more than one full-time regular opportunity (including at least one residual vacancy) on a date when an employee(s) is being assigned/converted/ reassigned, such employee(s) will be allowed to exercise their preference for residual assignments by the use of existing local practices.

Employees moving between installations pursuant to the terms of this agreement are solely responsible for any and all costs related to relocation.

A former career employee(s) accepted for reinstatement in accordance with the provisions of Section 233.33 of the Handbook EL-312, Employment and Placement does not count towards the ratio contained in item 3. A former career employee accepted for reinstatement in an installation which has PTF city letter carriers on the rolls on the date of the reinstatement may only be reinstated in a part-time flexible status.

With respect to the ratios outlined in Item 3 above, this agreement is considered a continuation of the Memorandum of Understanding, *Re: Full-time Regular Opportunities - City Letter Carrier Craft* in the ~~2016~~**2019** collective bargaining agreement.

This agreement shall be in effect for the duration of the ~~2019~~**2023** collective bargaining agreement.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Complement and Staffing

It is anticipated that during the term of the ~~2019~~**2023** National Agreement, circumstances may arise in which it becomes necessary for the parties to examine the complement and staffing mix within the city carrier bargaining unit. The parties agree to **continue and modify, as necessary, existing processes and** explore **additional** ways to optimize the staffing mix of non-career employees, employees in the new career wage schedule, and employees in the old career wage schedule to generate cost/ productivity efficiencies for the purpose of positioning the Postal Service as the delivery service provider of choice for the

American public.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Bereavement Leave

City letter carriers may use a total of up to three workdays of annual leave, sick leave or leave without pay, to make arrangements necessitated by the death of a family member or attend the funeral of a family member. Authorization of leave beyond three workdays is subject to the conditions and requirements of Article 10 of the National Agreement, Subsection 510 of the Employee and Labor Relations Manual and the applicable local memorandum of understanding provisions.

Definition of Family Member. "Family member" is defined as a:

- (a) Son or daughter-a biological or adopted child, stepchild, daughter-in-law or son-in-law;
- (b) Spouse;
- (c) Parent; or
- (d) Sibling-brother, sister, brother-in-law or sister-in-law; or
- (e) Grandparent: or
- (f) Grandchild**

Use of Sick Leave. For employees opting to use available sick leave, the leave will be charged to sick leave for dependent care, if eligible.

Documentation. Documentation evidencing the death of the employee's family member is required only when the supervisor deems documentation desirable for the protection of the interest of the Postal Service.

Date: September 11, 2007

(The preceding Memorandum of Understanding, Bereavement Leave, applies to City Carrier Assistant Employees.)

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Dispute Resolution Process Testing

A national Task Force will be established for the purpose of jointly exploring methods to improve the dispute resolution process.

The Task Force will consist of three members appointed by the NALC and three members appointed by the Postal Service. **The Task Force will begin meeting no later than ninety (90) days after the ratification of the 2023 collective bargaining agreement. The Task Force will meet no less than once a quarter.** The Task Force will consider improvements and, as appropriate, conduct testing on various aspects of the Dispute Resolution Process.

The Task Force will jointly explore alternate methods for processing grievances including but not limited to; electronic grievance case files to improve grievance processing efficiency and reduce administrative duties.

The Task Force will provide status reports that

include recommendations to the NALC President and the Vice President, Labor Relations, or their designees on a quarterly basis. The Task Force is prohibited from implementing any test or issuing instructions related to its mission without the agreement of the NALC President and the Vice President of Labor Relations.

The Task Force will function for the term of the ~~2019~~ **2023** National Agreement.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: City Delivery and Workplace Improvement Task Force

This Task Force is established for the purpose of jointly seeking methods to improve the cultural and operational environment in city delivery offices. The parties reconfirm our commitment to modernize our delivery methods and processes to ensure the Postal Service remains the provider of choice for our customers and that we continue our joint objective of creating an improved work environment for all employees.

During **the** term of the ~~2019~~**2023** National Agreement, the parties agree that the intent of jointly developing and testing new work methods/concepts is to prepare our city carrier workforce to operate in a future delivery environment that will require precision, innovation and ingenuity. With the mutual understanding that the parties' respective interests are best served through a cooperative effort, this Task Force will develop the processes necessary to examine conditions, to develop solutions, and to test alternative procedures in city delivery offices related to, at a

minimum:

- **Culture and environment. Explore ways to create** ~~Creating~~ a positive work environment/ **and** culture where everyone is treated with dignity and respect. **Jointly** ~~E~~evaluate the workplace culture and develop solutions to address the causes of conflicts between management and city letter carriers, including disagreements over the amount of time a letter carrier needs to complete their daily assignment.
- **Office and street activities. Explore various combinations of office and street functions, and other alternatives for structuring city carrier routes that will drive efficiency associated with variable daily workloads. Jointly examine current casing standards, processes for handling residual and sequenced mail volumes, and times for associated line items.**
- Efficiency and use of space. Jointly develop and test new work methods/concepts to prepare for future delivery environments that ensure the Postal Service remains the provider of choice for our customers. Jointly explore the modification of current case configurations and work methods to identify more efficient techniques ~~for handling residual and sequenced mail volumes. Jointly examine current casing standards and times for associated line items. Explore various combinations of office and street functions, and other alternatives for structuring city carrier routes that will drive efficiency associated with variable daily workloads.~~
- Staffing and Scheduling. Jointly review and address issues regarding city letter carrier complements, **hiring practices**, starting times, employee availability, and related

transportation schedules, in order to optimize staffing and scheduling efficiencies.

- **Route Evaluation.** Utilizing the alternative and technological findings of the Alternate Route Evaluation and Adjustment Process Task Force, jointly develop and implement a process to efficiently and accurately evaluate delivery routes and assignments, and determine the most efficient and effective mix of letter routes, parcel routes, etc. Jointly explore the use of technology, data, advanced analytics and machine learning to improve operations, route evaluation, adjustment and optimization, delivery capabilities and visibility.
- **Safety.** Jointly ensure that the parties are fully utilizing the provisions of Article 14 to maintain a safe environment for all employees; ~~including adherence to COVID 19 protocols for as long as necessary.~~
- **Contractual Compliance.** Jointly address issues with repeated violations of the parties' collective bargaining agreement, as well as any issues with the timely and effective functioning of the Dispute Resolution Process.
- ~~**Mentorship.** Explore the possibility of jointly developing and discussing implementation options for a mentorship program for new employees intended to improve the onboarding experience and retention rate of City Carrier Assistants.~~
- **Business Growth.** Utilizing the findings of the New Product Development and Innovation Task Force, jointly explore how to safely and effectively perform existing, expanding, and future services, and how to efficiently integrate such services into the structure of city delivery. Jointly review the

office's use of the Customer Connect program and the potential for new business.

The Task Force will consist of an equal number of members appointed by the NALC and by the Postal Service. The Task Force is authorized to jointly test techniques directed at improving work relationships between city letter carriers and supervisors as well as alternate methods and procedures related to city delivery functions.

These initiatives may be tested separately or in concert with each other, as jointly determined by the Task Force. The Task Force's guiding principles should be to improve the work climate and daily relationships on the workroom floor, and to increase operational efficiency in city delivery.

This agreement is without prejudice to the Postal Service's right to make changes to policy consistent with Article 19 and 34, and the Union's ability to challenge the same.

The Task Force shall convene within 30 days of the ratification date of this Agreement and will function for the term of the ~~2019~~2023 National Agreement. The Task Force will meet on a regular basis and report to the NALC National President and the Postal Service Vice President, Labor Relations.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Joint Workplace Improvement Process

The parties are committed to creating and enhancing a culture in every workplace that improves relationships between management and city letter carriers for the purposes of providing a safe, efficient work environment in

which all employees are treated with dignity and respect. The parties recognize that such a work environment puts the Postal Service and its employees in the best position to accomplish our mission of providing the highest quality service to our customers. Therefore, the parties agree to the following Joint Workplace Improvement Process (JWIP):

The process will be overseen by the Vice President, Labor Relations and the NALC National President, or their designees.

Representatives at the USPS area/NALC regional level and the USPS district level will work in teams of two, with one member representing the Postal Service and one member representing the NALC. Within 30 days of implementation of the 2023 National Agreement, the national parties will exchange a list of those designated to serve as national and area/regional team members.

Area/regional teams will include the Area Director, Labor Relations, and the NALC National Business Agent, or their designees, for the respective location. District teams will include the District Manager, Labor Relations, or their designee, and an individual appointed by the NALC National Business Agent. Additional district teams may be appointed as necessary by the area/regional team.

Area/regional teams are responsible for identifying locations or situations in which to implement JWIP based on factors including, but not limited to:

- **Mistreatment of employees**
- **Harassment and discrimination**
- **Disrespectful/unprofessional communication**
- **Low morale**
- **Poor relationship between the local union**

and local management

- **Poor communication between city letter carriers and local management**
- **Repetitive contractual violations/disciplinary issues**
- **Unsafe working conditions**

Once the area/regional team has agreed to implement JWIP in a location, it will inform the national parties. If the area/regional team is unable to agree whether to implement JWIP in a location, any member of that team may elevate the issue to the national parties.

Once the decision is made to implement JWIP, the area/regional team will assign a district team to review relevant factors in the location. After the review is completed, the district team will jointly develop recommendations for any necessary changes and a plan to implement such changes in each location. The district team will promptly report their findings, recommendations, and plan to the area/regional team. If the district team is unable to jointly develop recommendations, unresolved recommendations by either party may be forwarded to the area/regional team for consideration.

The area/regional team will determine what, if any, changes are necessary based on the joint review and recommendations and will assign responsibility for implementing such changes to the district team. The area/regional team will promptly advise the national parties of the plan.

The district team will monitor the progress of the plan and ensure timely implementation of any changes. The district team will provide updates and results to the area/regional team, who will in turn advise the national parties. The district team will promptly elevate any unresolved concerns to the area/regional team. Unresolved concerns at the

area/regional level will be elevated to the national parties.

The parties are committed to resolving circumstances alleging violations of workplace environment rules or regulations. When a grievance of this nature is identified, either the union or management at any level of the grievance process may refer the location identified in the grievance to the area/ regional team for consideration as a location to be included in JWIP.

If JWIP has been implemented in a location, the area/regional team may agree to hold grievances in that location which are directly related to JWIP in abeyance for a period of up to 30 days, unless extended by mutual consent. The local parties of the dispute resolution process may consider any recommendations or actions taken as part of JWIP when forming a resolution for those grievances. All grievances held pursuant to JWIP will be considered properly appealed and timely during this abeyance period. When a grievance is held in abeyance per this agreement and is subsequently scheduled for arbitration, the grievance will be prioritized over other contract grievances for arbitration scheduling purposes.

The national parties will meet quarterly to review the use and effectiveness of the process.

New Memorandums

MEMORANDUM OF UNDERSTANDING BETWEEN THE UNITED STATES POSTAL SERVICE AND THE NATIONAL ASSOCIATION OF LETTER CARRIERS, AFL-CIO

Re: City Carrier Pay Table Step Modifica- tions

**Pursuant to the 2023-2026 National Agree-
ment, the city carrier pay tables will be modi-
fied as follows:**

- **Steps AA, A, and B will be eliminated from Table 2 as soon as administratively practicable, but no later than 180 days following ratification of this Agreement, and will be effective upon implementation.**
- **Following the effective date of the elimination of Steps AA, A, and B, all city carriers in Steps AA, A, and B will be advanced to Step C and begin a new 46-week waiting period to be completed before advancing to the next step.**
- **All city carriers at Step P in Table 1 will be administratively slotted, as soon as practicable, into Step P in Table 2.**
- **Once they reach Step P, city carriers remaining in Table 1 will be administratively slotted, as soon as practicable, into Step P in Table 2.**

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

**Re: Implementation of changes to Article 17
Section 7 of the 2023 National Agreement**

The national parties agree to work cooperatively to facilitate the implementation of the new checkoff procedures outlined in Article 17 Section 7 of the 2023 National Agreement.

The national parties, or their designees, will meet within 30 days of the ratification of the 2023 National Agreement to jointly determine the timeframes, methodology, and required activities for transitioning the dues checkoff administration process to the NALC.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: CCA Advanced Annual Leave

The parties agree that, upon completion of an initial 360-day appointment as a City Carrier Assistant (CCA), and immediately upon reappointment to any subsequent appointments thereafter, CCAs will be advanced forty (40) hours of annual leave. Upon initial implementation, CCAs will receive annual leave prorated to the end of their 360-day term.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: PTF Advanced Annual Leave

The parties agree that forty (40) hours of annual leave will be advanced to part-time flexible (PTF) employees, prorated to the end of the leave year for their first leave year as a PTF, and annually thereafter, unless and until the employee converts to full-time status.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Monetization of Annual Leave

The parties agree that NALC career employees will be allowed to sell back a maximum of forty (40) hours of annual leave prior to the beginning of the leave year provided the following two (2) criteria are met:

- 1. the employee must be at the maximum leave carry-over ceiling at the start of the leave year; and**
- 2. the employee must have used fewer than 75 sick leave hours in the leave year immediately preceding the year for which the leave is being exchanged.**

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Time Limitations Concerning Bone Marrow, Stem Cell, Blood Platelet, and Organ Donations

As to the time limitations applicable to bone marrow, stem cell, blood platelet, and organ donations, the parties agree the amount of administrative leave that can be granted per leave year to cover qualification and donation is determined by the number of days recommended by the treating physician or hospital, not to exceed the following for:

- a. A full-time or part-time regular career employee is limited to:**
 - (1) for bone marrow, up to seven (7) days;**
 - (2) for stem cells, up to seven (7) days;**
 - (3) for blood platelets, up to seven (7) days; and**
 - (4) for organs, up to thirty (30) days.**

- b. A part-time flexible (PTF) or city carrier assistant (CCA) may be granted leave up to the limits set forth above. The amount of leave that may be granted will be based on the employee's average daily work hours in the preceding 26 weeks, but not to exceed eight (8) hours per day.**

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

**Re: Article 15 - Dispute Resolution Process -
Step B Team Procedures**

The primary role of the Step B Team is to address grievances and communicate the decision to the parties at Formal Step A, using a format agreed upon at the national level.

Step B Teams are responsible for issuing decisions that are fair, consistent, and written in a manner that is both educational and informative in accordance with the National Agreement and the Joint Contract Administration Manual (JCAM). Step B Teams should send a copy of each decision to the respective NBA and DFLR. The national parties encourage the Step B Teams to jointly respond to questions concerning the proper interpretation or application of their decisions.

Step B teams are not responsible for building the grievance file. It is the responsibility of the parties at Step A to exchange documentary evidence and place copies in the file. However, a file lacking proper documentation should be remanded to the local level, or the Step B Team should jointly call the local parties with a request for the submission of specific information within a specific timeframe, whichever is more effective. The responsibility of the Step B Team is making timely decisions on the merits of disputes.

The Step B Team (and any back-up teams) will consist of one management representative and one union representative. Although the Postal Service and the NALC will each determine their own method of selection for Step B representatives, it is anticipated that the NALC National Business Agent (NBA) and the USPS Director of Field, Labor Relations (DFLR) will discuss their separate recommendations for appointment to the Step B Teams prior to submitting recommendations.

Step B representatives will undergo a joint comprehensive training and certification program. Training and certification of Step B representatives (including back-up Step B representatives) is required before Step B representatives may assume their duties.

Step B representatives will not be involved in arbitrations or other hearings involving letter carriers except as jointly approved by the NBA and the DFLR.

Step B representatives will not be subjected to instruction or coercion while carrying out their duties.

In the interest of providing stability and developing expertise, the parties expect that Step B representatives will serve for no less than two (2) years, absent special circumstances including, but not limited to, retirement, promotion, relocation, and decertification.

Back-up Step B representatives will be designated for each Step B Team to provide coverage for vacations or other lengthy absences or, when warranted by the workload to ensure timely grievance processing. A certified back-up Step B representative can serve as a back-up to any Step B Team. Back-up teams also may be effectively utilized to provide

training, or such other assistance as may be agreed upon by the NBA and the DFLR.

Replacement or removal of any Step B representative from Step B duties prior to fulfillment of this expectation will be discussed in advance by the parties at the headquarters level.

The parties mutually recognize that maintaining an efficient and effective Dispute Resolution Process (DRP) is dependent on consistently productive Step B Teams and contract compliance at all levels by both parties. The Step B Team is responsible for tracking and monitoring its workload. When the Step B Team believes its current workload exceeds its ability to render decisions in a timely manner (within fourteen (14) days of receipt of the Step B appeal) the Step B Team will jointly contact the NBA and the DFLR.

Concerns about the performance of a Step B representative may be forwarded to the national level by either the NBA or the DFLR. When this occurs, the Vice President, Labor Relations, and the National President, NALC, or their designees, will review relevant evidence and determine jointly whether the Step B member in the complaint should be decertified from Step B responsibilities. In the event the parties are unable to agree on the issue of decertification, the matter will be submitted to mediation.

Unless alternate arrangements are mutually agreed upon at the national level, the Step B Teams will work at the district office. When considering the use of an alternate location, the NBA and the DFLR are required to submit a proposal to the parties' national representatives at the headquarters level for approval. Any Step B office that is in a location other than the district office is subject to a review process by the parties at the national level. As part of the review process, the

designated national representatives at the Headquarters level will determine, by mutual agreement, whether to maintain the Step B Team office as located or move/return to the district office. If the national parties cannot agree, the office will remain in its current location. The Step B Teams should be provided suitable office space, clerical support as typically provided in that office, and suitable equipment (e.g. speakerphone, computers, access to a copy machine) needed by the team to perform its responsibilities.

Removal actions, subject to the thirty (30) day notification period in Article 16.5 of the National Agreement, will be deferred until after the Step B decision has been rendered, or fourteen (14) days after the appeal is received at Step B, whichever comes first, except for those removals involving allegations of crime, violence, or intoxication or cases where retaining the employee on duty may result in damage to postal property, loss of mails, or funds, or where the employee may be injurious to self or others, pursuant to Article 16.6 and 16.7.

If a Step B representative's original duty assignment becomes a holddown assignment, the NALC will not seek the conversion of a Part-Time Flexible (PTF) employee to full time as a consequence of a PTF serving in that assignment and meeting the maximization criteria of Article 7.3.C or the Memorandum on Maximization.

In addition to their primary duties, the Step B teams are tasked with identifying and informing the NBA and DFLR of the following concerns:

- Increase in grievance activity
- Grievance processing delays

- **Reoccurring grievances**
- **Incomplete grievance files from Formal Step A**

All parties in the process are expected to monitor the functioning of the DRP and assume a proactive role regarding the labor/management relationship.

The NBA and the DFLR, or their designees, are responsible for reviewing the performance and effectiveness of the DRP and their respective Step B Teams.

The NBA and the DFLR will review the workload of the Step B Team. If it is determined that a Step B Team is unable to resolve cases within fourteen (14) days, they will either:

- 1. Activate the back-up Step B Team without undue delay, normally within 48 hours, subject to availability. The back-up team will remain activated until the backlog is eliminated. For this purpose, "availability" means certified, employed by the Postal Service, and fit for duty consistent with the provisions of this memorandum.**
- 2. Send Step B appeals to another primary Step B Team under the jurisdiction of the NBA and/or the DFLR if they determine that this Step B Team can handle the workload without causing the team's regular work to become untimely. With the exception of removal cases followed by emergency procedure cases being given priority consideration for discussion and decision, appeals from another team will be merged with the receiving team's cases using the date the case was received by the original team and will be worked in that order. If the NBA**

and the DFLR do not agree that another primary Step B Team can handle the additional work without becoming untimely, the back-up team will be activated as provided above.

If the NBA and the DFLR are unable to identify a primary or backup Step B Team for this work, they will promptly contact and fully inform their respective parties at the headquarters level.

Additionally, in any district where there are more cases pending arbitration than can be arbitrated in a timely manner using the existing arbitration scheduling process, the appropriate NBA and DFLR, or their designees, are responsible for ensuring an ongoing review of the backlogged cases in an effort to settle cases, select representative cases, reduce the backlog, and provide direction to the local parties.

The national parties encourage the use of the Step B Teams to provide contract training throughout the district, especially when grievance activity suggests a lack of understanding of contract application or local responsibilities to address disputes in a timely manner. With the joint concurrence of the NBA and the DFLR, or their designees, the Teams may be called upon to provide training and other assistance to the local parties. As noted above, the primary role of the Step B Team is to process and resolve disputes in a timely manner. No other secondary activities will be undertaken if the timely processing of grievances is negatively impacted.

DRP Effectiveness / Step B Team Performance

The parties agree the following factors will be used to evaluate the performance and effectiveness of individual Step B Teams:

- **Consistent impasses on the same issue**

- **Step B resolution rate below 80%**
- **Step B decisions that are not educational**
- **Step B impasses that are unnecessarily lengthy**

When a Step B Team is consistently experiencing one or more of these factors, the NBA and DFLR, or their designees, will jointly review the circumstances and determine the action(s) necessary to address the situation(s).

In the event the NBA and DFLR are unable to resolve any differences, the issue will be referred to the national parties for resolution, an event which is expected to be an infrequent occurrence.

Additionally, the NBA and DFLR, or their designees, will report quarterly to the parties at the national level on the performance of their teams and any actions they have taken.

Each national party shall appoint at least one (1) representative to provide national oversight. This includes but is not limited to moving cases from one region to another to address extreme backlog and providing instruction and support to the NBA and the DFLR as needed.

If the national parties cannot identify another primary or backup Step B Team to provide assistance, then the parties can agree to temporarily activate and pair up any trained and available Step B Team members to work remotely.

Only the National Parties have the authority to approve the movement of cases which result in the receiving team's regular workload exceeding the 14-day time frame for decisioning cases.

The national parties are jointly responsible for both the content and the delivery of the dispute resolution team training certification and will meet at least once each calendar year to discuss training needs and schedule training sessions, if needed. The NALC and the Postal Service reserve the right to certify their respective nominees to serve as Step B representatives.

The national parties will update the current JCAM no less than once during the term of the National Agreement.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Electronic Grievance System

The parties agree to establish a Task Force at the National level to jointly explore and work toward the development and implementation of an electronic grievance system for use by the parties in the grievance procedure. The parties will explore the potential functionality of the electronic grievance system including, but not limited to:

- **Creating a system or systems where grievance information can be shared in accordance with laws & regulations.**
 - **Communications between the parties and/or between separate systems, if necessary.**
- **Creation and use of electronic grievance forms for all steps of the grievance process to provide visibility to the parties of all grievance activity and its status.**

- **The use of push notifications when grievances are moved to the next steps**
- **Time stamps to record dates/times of actions taken within the system.**
- **System edit lock-out options once a grievance step is finalized**
- **Responding to Information requests and the feasibility of using the same system to manage and store documents associated with information requests.**
- **Review of electronic repository, as well as associated server space needs and costs for grievance file storage**
- **Maintenance & system update frequency and costs associated with utilizing an electronic grievance system.**
- **Internet access needed by union stewards to access the electronic grievance system.**

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Article 23 Rights of Union Officials to Enter Postal Installations

The parties affirm that upon reasonable notice to the Employer, duly authorized representatives of the Union shall be permitted to enter postal installations for the purpose of performing and engaging in official union duties and business related to the Collective Bargaining Agreement. This includes elected or appointed National, Area, Local officers,

and representatives.

Officers and/or NALC representatives who are in a full-time Leave Without Pay (LWOP) status or retired will be issued an identification badge to enter postal facilities within their respective local(s) for engaging in official union duties and business related to the Collective Bargaining Agreement. The Union, at the Regional Level, will certify to the appropriate USPS District Labor Relations Manager those full-time or retired officers and/or representatives who need to be issued an identification badge, including the name, location(s) for the access, and the duration of the term of office and/or appointment. Certification will be made on NALC Union Official ID Badge Verification Form.

Upon conclusion of term of office and/or appointment, the identification badge shall be surrendered to the Postal Service. This MOU is not intended to alter or amend the provisions of Article 23.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Fixed Office Time in a Joint Route Evaluation and Adjustment Environment

The parties recognize that office work for city carriers has evolved due to the changing mail mix which has impacted caseable mail volume, parcel volume, and accountable mail. In addition, the creation of new modern facilities has also impacted office activities and further necessitates the need to make changes. The components of determining

standard office time and the evaluated office time needs to be representative of our current work environment.

The parties agree that identifying the necessary time utilized to perform office activities effectively other than casing mail and pulling down mail which is specific to each route as recurring and non-recurring is appropriate for developing a representative fixed office time.

To modernize the process of evaluating office time on letter carrier routes in a route evaluation and adjustment environment, the parties agree to jointly modify the minimum time values for line items included in fixed office time to maintain components of standard office time that are representative of the current environment. Minimum time values for the office activities line items below will not be less than the indicated value:

- **Lines 8-13 – 0 minutes (see below)**
- **Line 14 – Accountables – 2 minutes**
- **Line 15 – Withdrawing mail – 0 minutes (see below)**
- **Line 19 – Vehicle inspection – 3 minutes**
- **Line 20 – Personal needs – 5 minutes**
- **Line 21 – Office work not covered – 10 minutes**

Time will not be recorded on Lines 8-13 and Line 15 (Withdrawing mail). Time for office activities formerly recorded under Lines 8-13 and Line 15 will be recorded under Line 21.

The parties will jointly study and explore development of methodology to further evaluate office activities as part of future joint route evaluation and adjustment processes.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: New Employee Experience, Retention and Mentoring Program

Pursuant to the Memorandum of Understanding (MOU) Re: *City Delivery and Workplace Improvement Task Force*, the parties agreed to conduct two pilot programs related to the onboarding, retention, and mentoring of new employees. These pilot programs, outlined in MOU Re: *New Employee Experience and Retention Program* and MOU Re: *New Employee Mentoring Program*, were agreed to in April 2021, and August 2021, respectively. The programs were subsequently combined and modified through an addendum in June 2022.

As a result of the testing and expansion of these programs within hundreds of offices throughout the country, as well as the proven success in the pilot sites, the parties agree to implement the New Employee Experience, Retention and Mentoring Program within all USPS installations in which city letter carriers work. All newly hired city letter carriers will be informed of this program as part of the education they receive at the Carrier Academy. The guidelines of the program are as follows:

New Employee Experience and Retention

Prior to leaving the Carrier Academy and reporting to their employing office, all newly hired city letter carriers will receive:

- **Contact information for the applicable employing office, including the direct phone**

number/email address of the employee's immediate supervisor, the office phone number, address of the delivery unit, building access information, and the employee's reporting date and time.

- **A defined work schedule for the employee's first week in the delivery unit. This schedule will include anticipated reporting start and end times, daily hours of work, and scheduled day(s) off. It will also identify days specified for training with an on- the-job instructor (OJI). An employee's first day in the office will not be on a Sunday.**
- **An Employee Identification Number (EIN) and instructions for completing time reporting records.**

No later than the first day in the employing office following completion of the Carrier Academy, or as soon as administratively possible, all newly hired letter carriers will receive:

- **A new USPS-branded reflective vest, mail satchel, and hat. These employees will also receive dog spray and all other items regularly supplied to new employees.**
- **Introduction to and familiarization with the employing office, including a facility tour, introduction to union steward/officials, management staff, and other key personnel, and locations of communication/bulletin boards. The introduction and tour will be performed jointly by USPS and NALC representatives.**

Additionally, the following policies will be in effect:

- **All City Carrier Assistant (CCA) and Part-time Flexible (PTF) city letter**

carriers will be guaranteed a minimum of one (1) nonscheduled day each service week, except during the penalty overtime exclusion period. This exception to receiving at least one nonscheduled day each service week during the penalty overtime exclusion period does not apply to CCAs or PTFs during Weeks 1 through 8 following completion of the Carrier Academy. Effective beginning Week 9, CCAs and PTFs may volunteer to work beyond six days per service week.

- **Following completion of the Carrier Academy, workhours and work locations for CCAs and PTFs will be limited as follows (week 1 begins the week the new employee begins OJI training):**
 - **Weeks 1 through 8 - restricted to working only in their employing office. This includes restricting these employees from working in hubs outside of the employing office.**
 - **Weeks 1 through 4 - limited to a maximum of 8 workhours per day and 40 workhours per week, including OJI training.**
 - **Weeks 5 through 8 - limited to a maximum of 10 workhours per day and 56 workhours per week.**
 - **Effective beginning week 9 -11 limited to a maximum of 11.5 workhours per day (consistent with Employee and Labor Relations Manual, Section 432.32), and 60 workhours per week.**
 - **Effective beginning week 12 limited to a maximum of 11.5 workhours per day (consistent with Employee and**

Labor Relations Manual, Section 432.32).

Note: CCAs and PTFs are unavailable beyond the hours specified above during weeks 1-11.

- **All CCAs and PTFs will receive a defined work schedule, identifying anticipated non-scheduled days, start and end times, and route assignments. This schedule will be posted by the close of business on the Wednesday of the preceding week.**
- **All newly hired city letter carriers will receive training on Sunday/Dynamic Delivery procedures with an experienced employee prior to performing Sunday delivery services on their own.**
- **Progress reviews for newly hired city letter carriers will be conducted at 30-, 60-, and 80-day intervals in accordance with current guidelines. During these progress reviews, local management will identify opportunities for improvement, provide constructive feedback, and consider additional OJI/hands-on training, as necessary. Copies of these reviews will be provided to the local union.**
- **Employees will have access to updated route books and maps. Prior to delivering a new route assignment, employees will be provided reasonable time to review the route book and, if desired, converse with another carrier familiar with the assignment.**
- **To the extent possible, newly hired letter carriers will be provided consistent route assignments to help promote confidence, route knowledge, quality of service, and familiarity with the employing**

office. It is the parties' expectation that newly hired letter carriers will be given the same assignment as was worked the previous day, to the extent possible during their first 12 weeks. In circumstances in which a letter carrier is assigned to work on a route with which they are not familiar, the reasonable amount of time necessary to become familiar with the route will be considered when evaluating the carrier's performance.

- New employees are prohibited from performing work outside of the city letter carrier craft during their first 90 work days or 120 calendar days, whichever comes first.
- During the first 90 work days or 120 calendar days of a new city letter carrier's employment, a meeting should occur prior to any voluntary or involuntary separation. When practicable the new employee, a union representative, their mentor, and the appropriate management representative should discuss the reasons for the potential separation and whether there are possible alternatives or resolutions to address the underlying issues. Note: The new employee has the right to decline union or mentor representation during these conversations.
- Joint Retention Teams (JRTs) may be established by mutual agreement of the USPS District Manager and NALC National Business Agent, or designees. JRTs are comprised of one NALC member (compensated on a no loss, no gain basis) and one USPS member. The respective NALC National Business Agent, or designee, will select the NALC team member and the District Manager, or designee, will select the USPS team member. JRTs will educate, assist, and

monitor compliance with this program at installations with city letter carriers.

Mentoring Program

Research concerning mentoring programs has shown that mentoring relationships increase retention rates and help employees adapt to new workplaces. Employees who have workplace mentors have been found to be more likely to experience greater job satisfaction, and mentoring relationships can help eliminate obstacles, difficulties, and stumbling blocks new employees may encounter. Additionally, effective mentoring programs provide opportunities for new employees to freely ask questions, gain information necessary to effectively perform their jobs and help build effective and diverse organizations. With this in mind, a mentoring program will be established for all newly hired city letter carriers.

City letter carriers interested in serving as mentors may submit their names to the postmaster or branch president, or their designees, for consideration. Mentors will be jointly selected by the applicable NALC National Business Agent and USPS District Manager, or their designees, based on the following criteria:

- **Sufficient understanding of USPS policies, rules, and regulations**
- **Ability to convey a positive image and attitude**
- **Demonstrated good communication skills, safe working practices, and regular attendance**
- **Commitment to a four-month mentoring relationship, during which time the**

mentor will make themselves available for telephonic and/or in-person discussions during regularly scheduled work-hours

- **Willingness to meet, both independently and with mentee participation, with management concerning the work performance of mentee**
- **Ability and willingness to successfully complete a mentor training program jointly developed by the national parties**

Once a reasonable amount of time has been provided for employees to volunteer as mentors, the local parties (installation head or designee and the branch president or designee) will begin to facilitate mentor-mentee relationships. Pairings will be jointly selected by the local parties.

Mentoring relationships established by this program will include the following:

- **When practicable, the mentor will participate in the mentee's tour of the delivery unit, introducing the new employee to colleagues and providing them with an overview of the workroom floor.**
- **The mentor and mentee should meet regularly, as needed, to discuss the mentee's experiences and to address any work-related concerns or issues the mentee may be experiencing. Such requests should not be unreasonably denied.**
- **The mentor should provide encouragement and advice to the new employee regarding their performance and ability to adapt to the requirements of being a city letter carrier.**

- **During the first 120 calendar days of a mentee's employment as a city letter carrier, whenever possible, topics and results of any discussions related to the performance of a mentee (positive or negative), including 30-, 60-, and 80-day evaluations as described by Handbook EL-312, *Employment and Placement*, Section 584, *Employee Evaluation*, should be shared with the mentor. Note: The new employee may choose to not have this information shared with the mentor.**

Mentor and mentee participation in this program will be voluntary. While the parties have a joint expectation that mentoring relationships will last for a period of four calendar months, the mentorship may be terminated by either the mentor or mentee at any time. In these circumstances, when practicable, efforts will be made to jointly assign a new mentor to the newly hired employee.

This program will be implemented as agreed upon by the national parties. Prior to implementation, all city letter carriers will be provided with information about the program. This agreement is without prejudice to the position of either party in this or any other matter.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Multi-Installation Carrier Technician Assignments

The parties agree to establish a test to explore the effectiveness of multi-installation carrier

technician assignments. Test sites will remain in compliance with Article 7.3.A. For the purposes of this test, temporary full-time carrier technician assignments will be created, encompassing select independent installations, level 21 and below. This test is subject to the following:

- 1. The test will be overseen by the Vice President, Labor Relations, and the NALC National President, or their designees. The national parties will jointly select test sites using the above criteria within 90 calendar days of implementation of the 2023 National Agreement. Upon site selection, testing will begin and continue for a minimum of 90 calendar days and not more than one (1) year unless extended by mutual consent of the national parties. Either national party may elect to discontinue the test by providing thirty days advance written notice to the other party.**
- 2. The national parties, or their designees, in consultation with the local representatives, will determine which offices and routes will be selected for the test. In the test sites, management will create temporary full-time carrier technician assignments which combine full-time routes from up to three installations to fulfill the five full-time route requirement.**
- 3. For purposes of administering the National Agreement and LMOU provisions, the employee's duty station prior to the test will remain the same, unless otherwise determined by the national parties.**
- 4. For the purpose of this test the carrier technician is only available for overtime in the office they are assigned to for the day.**

5. For purposes of the test, the national parties in consultation with local representatives will determine the appropriate method for establishing nonscheduled days.
6. For purposes of the test, these temporary full-time carrier technician assignments will be filled using the provisions of Article 25, by selection of the senior, qualified, eligible, and available volunteer in the immediate work area. The immediate work area is inclusive of and limited to installations on the five-route string.
7. The carrier assigned to the temporary carrier technician assignment will assume the hours and schedule of the routes on the five-route string. For the duration of the test, the assigned carrier will be paid the applicable carrier technician rate of pay.
8. For the purposes of the test, the five routes on the temporary Carrier Technician's string or group which constitute a temporary full-time duty assignment will be carried in the posted sequence, absent LMOU provisions to the contrary.
9. Management is permitted to hire one additional CCA per temporary carrier technician assignment created. The CCA can only be assigned to a test site on the five-route string. These CCAs will be in addition to those authorized in Article 7.1.C.
10. Temporary carrier technician assignments are not subject to a "duration clause" nor do they limit or supersede a full-time carrier's right to bid on assignments in their home installation. Selection of, or assignment to, a temporary carrier technician assignment does not impact or change any conversion

opportunities for PTFs or CCAs.

- 11. Temporary full-time carrier technician assignments established during this test will not be used for consideration of maximization opportunities.**
- 12. City carriers accepting these opportunities shall have no change in their seniority or relative standing.**
- 13. For purposes of the test, city carriers accepting these opportunities are not eligible to volunteer as temporary supervisors (204b).**
- 14. Any disputes regarding application of this MOU will be addressed by an alternate dispute resolution process forwarded to the USPS Vice President, Labor Relations, and the NALC President, or their designees, for resolution.**

At the conclusion of the testing period, the national parties will evaluate the test results and jointly discuss potential for the initiative going forward.

This agreement is without prejudice to either party in this or any other matter. However, either party may terminate this agreement by providing 30 days written notice to the other party. This agreement may not be cited by either party in any forum unless it is for the purpose of enforcing the terms of the agreement.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE AND
THE
NATIONAL ASSOCIATION OF LETTER
CARRIERS, AFL-CIO**

Re: Air-Conditioned Vehicles

The Postal Service will make every effort to acquire vehicles equipped with air conditioning for use by city letter carrier craft employees. If the Postal Service plans to acquire vehicles not equipped with air conditioning due to the climate in a particular geographic location or another factor(s), the issue will be discussed with the national union.

The Postal Service will continue to follow repair and maintenance procedures to ensure that any necessary maintenance or repairs to air conditioning systems are completed in a timely manner. Inspection of the vehicles' air conditioning systems will be included in preventive maintenance inspections.

**Memorandums Modified to Reflect Date
Changes**

- Re: City Carrier Assistant (CCA) Annual Leave
- Re: Part-Time Regular City Letter Carriers
- Re: Sunday Delivery – City Carrier Assistant Staffing
- Re: Article 8 Task Force
- Re: Conversion of CCAs with Creditable TE Service
- Re: Leave Sharing
- Re: Sick Leave for Dependent Care
- Re: Arbitration Task Force
- Re: Arbitration Scheduling Procedures –(LMOU)
- Re: City Carrier Uniform Task Force

- Re: Local Implementation
- Re: Subcontracting
- Re: Alternate Route Evaluation and Adjustment Process
- Re: New Product Development and Innovation Task Force

Memorandums Deleted

- Re: FSS Implementation
- Re: FSS Work Methods
- Re: District Safety Committees Pilot Program
- Re: Article 15 – Dispute Resolution Process
- Re: Article 15 - Dispute Resolution Procedure Task Force

Notes

Notes

Notes

Notes

Notes

Notes

Notes

Notes

Notes

