

LOCAL MEMORANDUM OF UNDERSTANDING

BETWEEN

UNITED STATES POSTAL SERVICE
MERRIMAC, MA

AND

NATIONAL ASSOCIATION OF LETTER CARRIERS, AFL-CIO
BRANCH 25

SEPTEMBER 2019

MAY 2023

MEMORANDUM OF UNDERSTANDING AND RECOGNITION

This Memorandum of Understanding is entered into on May 24, 2023 at Merrimac Massachusetts between the representatives of the U. S. Postal Service and the designated agent of the Union signatory to the National Agreement, National Association of Letter Carriers, AFL-CIO pursuant to the Local Implementation Provision of the 2019-2023 National Agreement. This Memorandum of Understanding constitutes the entire agreement on matters relating to local conditions of employment.

This Memorandum of Understanding covers all employees of the Merrimac Massachusetts Post Office in installations and facilities for which the National Association of Letter Carriers, AFL-CIO has been recognized as the national exclusive bargaining representative at the National level with respect to wage hours of employment and other terms of the National Agreement of September 20, 2019, for 2019-2023.

Item 1: The parties agree that all Regular City letter Carriers will have rotating days off. The days off will be determined by the route that they bid on.

Item 2: The formulation of the local leave program is as follows:

- A) Any leave requested outside the choice vacation period will be given by seniority order and date given to management.
- B) Requests received on the same day before 9:00am for that day will be determined by seniority and approved at management's discretion.
- C) Any time off available on a certain day due to lack of work, etc. will be given on a seniority basis.
- D) The quota for both choice and non-choice shall be one.

Item 3: Non-choice period: Leave requests of two (2) days or less may be submitted up to sixty (60) days in advance of the requested leave. Leave of three (3) days or more may be submitted six (6) months in advance.

Item 4: The duration of the choice vacation period is from the first pay period of June to the last pay period of September, along with the week of Christmas and New Year's. All other dates are to be considered non-choice leave period.

- A) During the choice vacation period leave will be by seniority. In this case, the senior employee having the first choice on down according to seniority. CCA carriers will get a selection of choice vacation period after the first round of selection. They must have leave to cover the week off.
- B) During the first round of selection for choice vacation period an employee may select 5, 10, or 15 CONSECUTIVE DAYS. The second round will begin immediately after the first round. During the second round, employees may select the 5, 10, or 15 days of leave. Selections may not result in 3 non-adjacent weeks. i.e. Employees may not select a week in June, a week in July, and a week in August unless at least two of the weeks are consecutive.
- C) All vacation weeks will begin on Sunday and end on Sunday.
- D) Once all employees have had a chance to select their choice vacation period leave, any remaining available leave in the choice vacation period shall be given off on a seniority basis.

Item 5: The choice vacation bidding will be from February 15th to March 15th.

Item 6: When an employee request leave and a leave slip is submitted to the OIC/ Supervisor/Postmaster, he or she must approve/disapprove the request within 48 hours. Failure to act in that time frame will result in the requested

leave to be automatically approved. This time frame begins upon receipt of the leave slip by the OIC/Supervisor/ Postmaster.

Item 7: Employees request that a leave calendar be maintained by the OIC/Supervisor/ Postmaster and keep up to date in the Postmasters office.

Item 8: Employees request that work schedule be posted by the time clock by the OIC/Supervisor/ Postmaster.

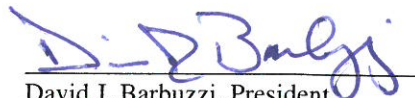
Item 9: Employees request an overtime desired list to be posted at all times, even if void of any names by the OIC/Supervisor/Postmaster.

SEPARABILITY AND DURATION

This Memorandum of Understanding is entered into on May 24, 2021, at Merrimac, Massachusetts, between the representatives of the United States Postal Service and the designated agent of Branch 25, National Association of Letter Carriers, AFL-CIO, pursuant to the Local Implementation of the 2019-2023 National Agreement with the National Association of Letter Carriers.



Frank L. Hawkes, Postmaster
Merrimac



David J. Barbuzzi, President
NALC Branch 25