

Steward Academy

# Overtime: LCP & 12/60

# NO OVERTIME ENTITLEMENT

- **Overtime opportunities for carriers on the regular OTDL are not distributed by seniority or on a rotating basis.**
- **A carrier on the regular OTDL is not entitled to any specific overtime, even if it occurs on his/her own route.**



# PAY GUARANTEES

- **FTR guaranteed 8 hours of work or pay**
- **PTF/CCA in 200 or more work year offices are guaranteed 4 hours of work or pay**
- **PTF/CCA in less that 200 work year offices are guaranteed 2 hours of work or pay**
- **Management cannot solicit an employee to work less than their guarantee**
- **Management may not schedule an employee that cannot work their entire guarantee**



# OUT OF SCHEDULE PREMIUM

- **Only applies to full-time employees**
- **Does not apply to light/limited duty schedule change**

**If notice of a temporary schedule change is given by Wednesday of the preceding week, out of schedule premium is paid**

**If notice of a temporary schedule change is not given by Wednesday of the preceding week, then out of schedule premium does not apply, overtime pay applies**

- **No pyramiding of overtime rates**



# SUNDAY PREMIUM

- **A carrier who works on Sunday receives an additional 25% of the base hourly rate**
- **The no pyramiding provisions of Article 8.4.F apply**
- **CCAs do not receive Sunday premium**

# OVERTIME LIST

- **Your name remains on the list until you remove it**
- **You can remove your name from the list at any time**
- **The day you remove your name from the list, management can still work you overtime**
- **Management may not remove your name from the list**
- **Employees on the ODL are required to work the overtime given to them**
- **If requested, management may excuse overtime work**

# OVERTIME LIST

- **12 Hour List**  
**May be required to work up to 12 hours in a day and 60 hours in a service week (excluding Dec)**
- **10 Hour List**  
**Preference is to only work up to 10 hours in a day, but may be worked up to 12 hours**
- **Work Assignment List**  
**Obligated to work overtime on own assignment during a regularly scheduled day**



# WORK ASSIGNMENT LIST

- **Obligated to work overtime on own assignment on a regularly scheduled day**
- **Considered available for 12 hours**
- **Management may assign work to a PTF/CCA at straight or overtime rate**
- **To avoid paying penalty, management may assign work to OTDL at regular overtime rate**
- **No obligation or entitlement to work overtime on a NS day or on a route other than their own**
- **Carrier Technician – Includes all routes within the swing (string)**





# OVERTIME AND ANNUAL LEAVE

**Normally, carriers are not required to work their non-scheduled day if they have approved annual leave either the day before or the day after.**



# OVERTIME AND HOLIDAY SCHEDULING

- **Only work beyond 8 hours on a holiday or designated holiday is considered overtime work**
- **Holiday schedule and the work schedule are two different items. The OTDL is not used when scheduling for holiday coverage**



# LETTER CARRIER PARAGRAPH

**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.**

# LETTER CARRIER PARAGRAPH



**CCAs are considered as auxiliary assistance**

**Management must seek to use all of the following to provide auxiliary assistance:**

- **PTFs at straight time or regular overtime rate**
- **CCAs at straight time or regular overtime rate**
- **Full-time regular carrier at the straight time rate (ex. unassigned regular)**
- **OTDL carriers at the regular overtime rate**



# MANDATORY OVERTIME

**Before requiring a non-ODL carrier to work overtime on a non-scheduled day or off his/her assignment on a regularly scheduled day, management must seek to use a carrier from the ODL, even if the ODL carrier would be working penalty overtime.**



# MANDATORY OVERTIME

- **Purpose of the OTDL**
- **Rotating basis**
- **Juniority**
- **Skipped over if absent (LMOU)**
- **Volunteers**
- **Excused from mandatory overtime**





# REVIEW

## LCP vs. Mandatory OT

### LCP

- Deals only with overtime on a **NON-ODL** carriers' own assignment on a regularly scheduled day
- Mgmt. must use CCAs or ODLs at the regular overtime rate
- Page 8-15 of the JCAM



### MANDATORY

- Deals only with overtime off of a **NON-ODL** or **WA** carriers' assignment or on their **NS** day
- Mgmt. must use ODLs at the regular or penalty overtime rate up to 12 hours
- Page 8-17 of the JCAM

# 12 HOUR/60 HOUR LIMIT

## **\*Excluding December**

- **12 hour and 60 hour limits are absolutes**
- **A full-time employee may neither volunteer nor be required to work beyond these limits**
- **12/60 limitations include all hours, including any leave taken**
- **Holiday leave pay is included in the 12/60 limitations – in addition to any hours worked on the actual holiday**



# 12 HOUR/60 HOUR LIMIT

## Requirements

- **Send the carrier home after working 60 hours**
- **Entitled to pay for the remainder of their scheduled day**
- **11 ½ hours worked (CCA, PTF, NON-OTDL)**
- **12 hours worked (OTDL, WA)**

## Remedy

- **Exclusive remedy is 50% of base hourly straight time**



# BREAK TIME

