

Local Memorandum
of
Understanding

NALC Local Branch #383

Paducah, KY 42001/42003

L.M.O.U.

Paducah Ky. 42001/03

ITEM 1 ADDITIONAL OR LONGER WASH-UP PERIODS.

When an employee performs dirty work or work with toxic materials, the employee will be allowed reasonable wash up time.

ITEM 2 THE ESTABLISHMENT OF A REGULAR WORK WEEK OF FIVE DAYS WITH EITHER FIXED OR ROTATING DAYS OFF.

Carrier's off days will remain rotating.

ITEM 3 GUIDELINES FOR THE CURTAILMENT OR TERMINATION OF POSTAL OPERATIONS TO CONFORM TO ORDERS OF LOCAL AUTHORITIES OR AS LOCAL CONDITIONS WARRANT BECAUSE OF EMERGENCY CONDITIONS.

The decision for curtailment or termination of postal operations to conform to the orders of local authorities, or as local conditions warrant because of emergency conditions, shall be made by the installation head or person designated in writing to make such a decision. The installation head shall take into consideration such factors as:

- A. Requirements, expectations, and reactions of its customers to the emergency.
- B. The accessibility of postal operations and its customers to the employer and employees.
- C. The safety and health of its employees.

When the decision has been reached to curtail postal operations, to the extent possible, management will notify and seek the cooperation of local radio and television stations to inform employees.

ITEM 4 FORMULATION OF LOCAL LEAVE PROGRAM.

The vacation schedule shall be handled by the Union, and such schedule will be provided by management. The vacation schedule will be posted the first work day following Thanksgiving. On December 21st, carriers will begin selecting their annual leave for the coming year, by seniority. This will be completed as soon as possible. If a carrier or their designee fails to submit their selections at the proper time, they will be bypassed until their choices are submitted. There shall be no exchanging of leave.

City Carrier Assistants will be permitted to select one (1) vacation slot in the choice vacation period once vacation selections are completed for Career Letter Carriers, as detailed in ITEM 7 and ITEM 12 (though completely in the LMOU whole). Granting leave under such provisions must be contingent upon the CCA employee having a sufficient leave balance when the leave is taken.

ITEM 5 THE DURATION OF THE CHOICE VACATION PERIOD(S).

The choice vacation period shall begin the first week of March and extend through the end of the year.

ITEM 6 THE DETERMINATION OF THE BEGINNING DAY OF AN EMPLOYEE'S VACATION PERIOD.

Vacation periods shall be Monday through Saturday

ITEM 7 WHETHER EMPLOYEES AT THEIR OPTION MAY REQUEST TWO SELECTIONS DURING THE CHOICE VACATION PERIOD, IN UNITS OF EITHER FIVE (5) OR TEN (10) DAYS.

Those carriers earning thirteen (13) days of annual leave per year shall have the option of selecting two (2) five (5) day periods or one (1) ten (10) day period during the choice vacation period. Those carriers who earn twenty (20) or twenty-six (26) days of annual leave per year, shall have the option of selecting one (1) five (5) day period and one (1) ten (10) day period or two (2) five (5) day periods or one (1) fifteen (15) day continuous period during the choice vacation period. Selections of fifteen (15) day periods will count as two (2) selections.

ITEM 8 WHETHER JURY DUTY AND ATTENDANCE AT NATIONAL AND STATE CONVENTIONS SHALL BE CHARGED TO THE CHOICE VACATION PERIOD.

Union leave for National and State Conventions will count toward choice period for station complement only. Jury duty will not be considered a part of the quota of carriers off during the choice vacation period.