



## **NATIONAL ASSOCIATION OF POSTAL SUPERVISORS**

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March 24, 2023

### **Board Memo 018-2023: 2022 December NAPS USPS Consultative Agenda Responses and 2023 February NAPS USPS Consultative Agenda Responses**

**Executive Board,**

Attached are the 2022 December NAPS USPS Consultative Agenda Responses and 2023 February NAPS USPS Consultative Agenda Responses.

Please share this information with your membership.

Thank you, and be safe.

NAPS Headquarters



# NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

## NAPS/USPS December 2022 Consultative Meeting

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**1213-01** How many FY22 NPA mitigations were filed? Of that number, how many were approved and how many were denied? How many went to the second level for appeal and how many were approved and disapproved at the second level up to the final level?

**Response:** 67 total mitigations were submitted. 33 mitigations were disapproved. 34 mitigations were approved at the next higher level and were sent to headquarters for validation.

**1213-02** When multiple offices/ zip codes are moved into an S&DC location, will local MOU agreements still exist for each zip code?

**Response:** The LMOU at the S&DC site is the controlling LMOU for that site and all the spoke routes/employees moved or excessed into the S&DC will be covered by the LMOU at the gaining facility (S&DC). If employees remain at the losing or spoke site(s), the LMOU for their respective craft at the losing/spoke site(s) is still in effect.

**1213-03** When hiring CCA for the S&DC offices/ zip codes within this new location, will these new appointments belong to every zip code or a specific zip code only?

**Response:** CCAs will be hired for the S&DC, one zip code.

**1213-04** NAPS is requesting the USPS to share how many EAS are answering the Radar casing & delivery of mail surveys and where it's happening? Also, Delivery Support Specialists have been asked to case mail on occasion thus are they also completing the Radar for EAS casing or carrying a route? What is USPS doing to prevent this?

**Response:** Lori Koon - Delivery Support Specialist (TL), Westpac Delivery Field Operations Support 4 attended to address this item. Additionally, the survey can be accessed by any employee with access to Radar to enter the specifics on casing or delivering mail. The survey is in its infancy stage and data is being shared bi-weekly with field operations managers and the management associations.

**1213-05a** Currently, MPOO groups are not equal nationally in both size, levels, and responsibilities. Does the USPS have any plans of right-sizing this? When will the USPS provide those MPOO groups that don't have administrative assistance with such assistance?

**Response:** There are not specific requirements or limitations for the MPOO span of control. A district is evaluated for the number of MPOOs they earn based on established workload criteria. It is at the discretion of the District Manager to determine the mapping of post offices to the MPOO. District Managers consider geographic location, span of control, and account for the level of the Postmaster to MPOO.



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Note, one EAS-25 is earned if there are at least two EAS-24 Post Offices in the District. Two EAS-25s are earned if there are ten or more EAS-24 Post Offices in the district. There is no intent to prescribe from an HR national level the mapping of offices to MPOOs. MPOO positions are evaluated every two years and are currently under review.

Regarding administrative support for MPOOs, they are allotted to have support of a Secretary P7-07 position. There is an expectation for MPOOs to share resources (secretaries) where geographically possible.

**1213-05b** Exactly how many EAS work under USPS HQ vs the number of EAS who work in the field?

**Response:**

HQ EAS - 8657  
Field EAS – 38451  
Total EAS - 47108

**1213-06** Recently a NALC local in Maine posted a notice of intending to strike to bring awareness to the lack of employees in that district, indicating carriers were exhausted with no help on the horizon. Further, NAPS became aware of carriers working until 2 AM in Baltimore. These 2 instances are not unique. NAPS has repeatedly asked the Postal Service what its plans are to address these shortages. In fact, the NAPS Resident Officers met with DPMG Tulino to specifically address this issue. The DPMG indicated that the USPS was taking steps to address pockets of carrier shortages around the nation. All too often, these shortages of carriers lead to supervisors, postmasters, and managers being forced to deliver mail. NAPS is requesting what specific steps the USPS has taken to address the shortage of employees nationally, and to improve its broken on-boarding process?

**Response:** Many social and environmental challenges has contributed to the lack of applicants for positions with the Postal Service. Several of those challenges include “The Great Resignation” that started in 2020 and has had a negative impact on many businesses, including our competitors as well as on many government agencies. Hiring activity from local businesses is constant and continual for jobs in our industry as well as other industries. Several parts of the country have extremely low unemployment rates.

The Postal Service has taken the following steps in recruiting potential applicants and stabilizing our workforce:

We have hired nearly 380K employees in past two years. Retention is key for all of us. Negotiated career conversions with our unions after 24 months of employment.



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We have leveraged agreements with Unions to invest in our current workforce and leverage stabilization, we have converted over 118K employees since Oct 2020 to further stabilize the workforce and work to backfill with non-career positions. We have engaged top leaders in the organization when it comes to intentional and deliberate adjustments to retain the workforce that is hired. HR and Operations are very focused on the top two reasons employees leave the organization:

- 1-Scheduling flexibility
- 2-Relationship with Supervisors/Managers

Recruitment efforts are ongoing and we work closely with HQ Brand Marketing on continuous advertising around our needs with links to eCareer; and we work with Brand Marketing, Corporate Communications and the Social Media team promoting our job fairs.

eCareer's webpage has been enhanced with improved flows, descriptions of each craft's work as well as videos describing the importance of the work and the type of work you would be doing in each craft.

We have leveraged Informed Delivery to target mailboxes of all zip codes with specific repeated campaigns in our hard to hire sites.

Annually we host approximately 6K job fairs targeting all positions and locations, but certainly have several job fairs targeting our hard to fill sites/hard to fill positions. We also have Managers, Field HR that have success in recruiting work closely with Managers, Field HR that have hard to fill markets to continually examine other opportunities that may exist.

HR and Operations has partnered on hard to fill locations rooted in internal awareness and recruitment from our current workforce to further support our hard to fill locations. Data shows that our current workforce when fully engaged in recruitment are one of our top sources of success. All in – non-bargaining employees – all levels at Districts and Divisions, bargaining unit employees, etc. with stand-up talks, recruitment tools, job fairs and actively seeking internal referrals is a source of a pipeline that is powerful.

Available for duty is critical and we are ensuring that USPS policies must be followed with unscheduled absences and addressing it accordingly is essential.

**1213-07** Subsection 512.513 of the ELM indicates that Postmasters must promptly report planned AL absences exceeding 5 working days and Subsection 512.411 of the ELM states that Postmasters are excluded for getting advance approval for AL.

512.4 Authorizing Annual Leave

512.41 Requests for Annual Leave



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### 512.411 General

Except for emergencies annual leave for all employees **except postmasters** must be requested on PS Form 3971 and **approved in advance** by the appropriate supervisor. Leave requests from rural carriers must be approved in accordance with Article 10 of the USPS-NRLCA National Agreement.

### 512.513 Leave for Postmasters and Installation Heads

These employees must (a) **promptly report emergency or planned absences exceeding 5 working days** to their postal managers and (b) maintain accurate records of their leave.

However, Subsection 123.1 of the ASM states that Postmasters must obtain advance approval for absences more than 5 days. ASM does not state working days just days so does that include their NSD?

### 123 Absence From Office

#### 123.1 More Than Five Days

For periods of absence **more than 5 days, postmasters must obtain advance approval** from their district managers, unless this approval authority is delegated.

Postmasters have taken the stance that they only have to **promptly report**, not obtain, approval for their AL exceeding 5 working days but their MPOOs often use the verbiage in the ASM that advance approval is required. What is the controlling document?

**Response:** The ELM and ASM provisions apply. Postmasters and installation heads are normally not required to request advanced approval of annual leave for 5 days or less. Postmasters must receive advance approval of absences more than 5 days. Postmasters must schedule leave so that postal operations are not impaired.

*ASM 123.2 Five Days or Less Postmasters normally are not required to obtain advance approval for absences of 5 days or less, including periods of annual leave, sick leave, or personal absence. They must maintain an accurate record of all absences taken and advise their managers of planned periods away from the office. On an individual basis, district managers may require postmasters to obtain advance approval of all absences when the postmaster's previous performance warrants such action.*

**1213-08** NAPS is bringing back to the table this question and USPS response from the October 2022 consultative:



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*NAPS is requesting a Network Transformation briefing on the “NDC unwind” that Jim Herrmann briefed Westpac on recently. This “unwind” is underway in Chicago and all NDC’s will be following suit.*

*USPS Response: The NDC unwind initiative is to explore changes in processing at the NDC such as elimination of originating processing of marketing/periodicals and retail ground processing while continuing to provide excellent service. Every NDC will need an individual plan. The plan is to modify and possibly eliminate the NDC to NDC network. A briefing will be provided on this initiative.*

NAPS believes this process falls under the 60 day consultative review process as described in Title 39 Section 1004 (d) ... (1) In order to facilitate consultation and direct participation by the supervisors’ organization in the planning and development of programs under subsection (b) of this section which affect members of the supervisors’ organization, the Postal Service shall—

- (A) provide in writing a description of any proposed program and the reasons for it;
- (B) give the organization at least 60 days (unless extraordinary circumstances require earlier action) to review and make recommendations with respect to the program; and
- (C) give any recommendation from the organization full and fair consideration in deciding whether or how to proceed with the program.

As this process is already underway, NAPS is requesting the USPS adhere to the requirements of the law in consulting on this “NDC Unwind Process” and the RP&DC National Transportation Network that involves logistical changes to the USPS transportation network.

**Response:** NAPS will be invited to future briefings on the changes to NDCs and establishment of the RPDCs. NAPS will be notified, as part of the consultation process, on changes to management staffing criteria or changes in the duties and responsibilities of EAS Managers and Supervisors. Changes to processing windows, clearance times, and networks is not considered a program and not subject to the consultation process pursuant to Title 39 1004 (d). However, feedback and recommendations by NAPS’s national president is welcomed and encouraged.



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**1213-09** Postmaster General DeJoy announced on 09/21/2022 that **all** EAS would be receiving a 3% pay raise (emphasis added) to be reflected in paychecks received October 14, 2022. There was no exclusionary language to be found in this statement. The USPS imposed a cutoff date of 08/27/2022, meaning that EAS with a promotion date of 08/27/2022 or later were not eligible for the 3% increase. This date appears to be arbitrary. Why was this date chosen as a cutoff date?

**Response:** - The PMG's September 21, 2022 memorandum, *Non-bargaining Pay Increase*, was intended to recognize high-level efforts by the management team throughout fiscal year 2022 and during the continued impact of the global pandemic and record inflation and reward the members of the management team for their performance. Employees working in EAS positions prior to August 27, 2022 were eligible for a 3% basic salary increase. Bargaining unit employees were already scheduled for a salary increase on August 27. Offering an additional 3% increase to those bargaining unit employees that were promoted between August 27 and September 24 would result in those employees possibly receiving a higher salary than other EAS with greater tenure that performed at that high level during FY22. .

**1213-10** What is the policy regarding EAS Headquarters employees reporting off from work? Are such HQ employees permitted to use the 1-800 number to call in for leave? Some HQ EAS are being told they cannot use that system, while others are permitted to utilize it.

**Response:** Access to the Enterprise Leave Request Application(eLRA) is at the discretion of the functional Vice President.

**1213-11** NAPS has been made aware by EAS HQ employees that under the ongoing HERO goal setting process, functional leaders were inputting employee goals into the HERO system, and that the goals were the same throughout the functional area. This appears to be in violation of the presentation that was given to HQ employees in which EAS employees were told they would jointly develop and input their goals into the HERO system. If the USPS intends to enter employee goals, and the goals are the same, how does this line up with the USPS stated purpose of the process under HERO to allow for HQ EAS employees to have actual line of sight goals, and input those into the HERO system?

**Response:** Evaluators can assign goals to communicate business priorities and performance objectives to their employees. Assigning goals facilitates employee involvement in high-impact business initiatives and drives alignment across common goals. Headquarters employees have been encouraged to input their own goals and headquarters employees and their evaluators have been provided training on having meaningful conversations when goals are established, primarily at the start of the fiscal year.



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Evaluators can assign goals, the goal setting requires employee involvement, and the employee's individual performance/success with those goals are measured. This specifically recognizes the individual's contribution towards the goal.

NAPS was informed that the establishment of the Functional Effectiveness indicators, with indicators specific to the function that the employee works, provides line of site goals for employees. This line of site applies to all employees regardless whether the employee is under the HERO Performance Pilot or the traditional Performance Evaluation System (PES). Employees assigned to headquarters are measured based on individual objectives/goals as well as NPA indicators that includes Functional Effectiveness indicators.

**1213-12** At a recent NAPS branch meeting, the NAPS Resident Officers were requested to find out why EAS HQ employees had to reserve a parking spot at the Postal HQ building 15 days in advance? And they must do this each day, to reserve a spot 15 days in advance. The EAS indicate there are normally plenty of parking places available. What is the rationale for this practice?

**Response:** Prior to the start of the pandemic, March 2020, daily reservations for employee parking were not permitted. HQ parking requests were submitted by application to the parking coordinator. Once approved the appropriate fees were collected. Priority was given to employees in the following order.

1. Postal executives
2. PCES and pay band
3. Vanpools
4. Carpools
5. Tenants

The new parking process and parking app, as of June 21, 2021, was developed to allow employees, regardless of level, returning to work at the L'Enfant Plaza headquarters building and opportunity to submit requests for any available parking. HQ parking spaces on garage level C through F can be reserved up to 15 days in advance through the parking App at no charge beginning June 21, 2021, until further notice. Due to the limited number of spaces, reservations are issued until all are reserved. The parking restrictions have required additional modifications due to misuse of the app by employees. Employees should cancel any reservation if they decide not to use a space on a specific day. Employees should not reserve spaces for other employees. The following employees do not need to reserve spaces and are permanently assigned after annual parking fees are paid:

- Executives who have reserved spaces on levels A and B
- PCES and Payband V-O2 employees who had permanently assigned spaces as of March 2020.





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Although empty spaces within the garage give the impression that those spaces were not reserved, its likely assigned permanently to an employee. That employee could be on travel, annual leave or on telework on a specific day.



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**0217-01** NAPS is requesting the Postal Service policy on family members working in the same office, specifically EAS. A supervisor in Boise, Idaho was reassigned from her supervisor position when her father was promoted to Manager of that office. This was known to Postal leadership in that district at the time of the promotion, since the supervisor had been at that office for a relatively long period of time. NAPS Northwest Area VP John Valuet appealed the involuntary reassignment to Jim Davey whose response is below. While NAPS understands there is a potential for impropriety in such a situation, why was that not taken into consideration at the time of the promotion to Manager? What specific postal policy or regulation governs this type of decision to involuntarily move the EAS supervisor to another office?

*Good morning Jim,*

*I am requesting your review and reconsideration of the involuntary reassignment of [REDACTED] from the Boise Main Office to the Five Mile Station in Boise, ID. I have spoken with both ... the Postmaster and MPOO with no resolution... Prior to the involuntary reassignment letter being issued to [REDACTED], I had discussed this at length with Michelle Grigoroff. At that time, I told her that if there was a policy that drove this decision, I would be more than happy to inform her myself. She said at that time that there was no policy that drove the decision. I also informed Michelle that if there was some kind of investigation that made this reassignment necessary, I would again inform [REDACTED] myself. Again, she said there had not been. The issued letter stated this action was being taken to "protect you and the Service from potential issues."*

*..... The OIG investigated and found [REDACTED] worked for her dad. That was known when he was promoted since his daughter was already a supervisor there for some time. She does not state in any way that they found any impropriety. She only states that he would have the ability to engage in some impropriety.... Outside of the simple fact that they did involuntarily reassign her, I find it at best, disappointing they didn't make an issue of this prior to his promotion. If they had, they could have made the decision individually whether he would accept the promotion knowing she would have to move or decline the promotion so she did not have to move.*

*John Valuet*



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From: Davey, James A - Denver, CO

Date: Fri, Jan 20, 2023 at 2:34 PM

Subject: RE: [EXTERNAL] [REDACTED] Involuntary Reassignment

*Good Evening John,*

*Per your request, I have reviewed this matter. It is my determination that local HR acted reasonably and within their capacity. Per the letter you provided, it does appear the Office of Inspector General received this issue and referred it to us for review. Typically, the way the OIG becomes aware, is through an employee concern. They do not randomly review reporting relationships looking for nepotism concerns. Reporting relationship issues come to us in many different ways but typically, like in this case, someone raises a concern and it is incumbent upon local HR to review. It does not matter whether the OIG interviewed personnel or not - or whether they already found specific violations. Even if a particular reporting relationship is not prohibited under the ethics regulations, it could still cause workplace concerns. It is ultimately up to the appropriate HR office to determine whether a particular reporting relationship is problematic, even if it does not automatically violate an ethics regulation. Local HR will review and take appropriate proactive actions to prevent future complaints, litigation, and possible corrective action where needed. In this case, given the way the issue was presented to us, it is safe to assume someone locally already has concerns and reached out to the OIG. To leave the reporting relationship intact, is to place both employees in a situation where actions are constantly under scrutiny, subject to personal interpretation, and where it is likely at some point we will have continuing complaints from the workforce. Even the smallest of ethics violations, intentional or not, could put either or both employees in a position to be disciplined or removed. Therefore, I believe the action taken was reasonable in this case. Our decision stands as outlined in Amy Bennett's letter to you. Should [REDACTED] father move, or other jobs become available, we can certainly re-evaluate down the road.*

**Response:** In accordance with the provisions of Title 39, section 1004 paragraph c.2.B, "Grievances of individual employees shall not be matters which may be included as agenda items under this paragraph."

Employees designated as selecting officials are informed, and must certify, when selecting a candidate for a position, that the selected candidate will not be in a reporting relationship to a relative. If that selected candidate will be in a reporting relationship to a candidate, then the



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selecting official must contact their manager and Human Resources to discuss before any selection is made. Even if a particular reporting relationship is not prohibited under the ethics regulations, it could still cause workplace concerns. It is ultimately up to the appropriate HR office to determine whether a particular reporting relationship is problematic, even if it does not automatically violate an ethics regulation.

**0217-02** NAPS is inquiring about IT technology upgrades? The USPS has advertised this \$2 billion investment, and based upon the concerns listed below, this investment is needed immediately.

1. Offices continue to disconnect scanner cradles several times a day to make sure that the PASS cart will route packages,
2. Several times a week scanned item pictures from PASS cart cannot be pulled.
3. Almost daily there are issues to upload scanned items, unless the scanner is on the cradle,
4. When all RSS counters in offices use the network speed drops down to dial up level
5. Using Apps like DMS, RIMS, US Bank Voyager and others get more difficult due to a speed of the network.

The IT help desk response often is to not create ticket# as the postal network is slow and not much they can do about it. Offices need the internet running, need RSS's and SSK's running without placard "Internet issues", scanners need to connect with their base, PASS cart needs to route and much more. Offices are often on accountability telecoms yet their IT equipment is slow and outdated. When will this technology upgrade begin to show results?

Response: Significant investment is being made to our capital investments with technology upgrades that have been ignored for decades. This includes investing in our state-of-the-art facilities such as our Sorting and Delivery Centers. One example of an immediate investment is the deployment of 30,000 laptops to managers, supervisors and field operations.

**0217-03** The reason ALL Level 18-22 became SPECIAL exempt is because of the new initiative with NAPS and USPS regarding Postmasters and Managers being compensated when required to deliver mail. As a result, Postmasters and Managers are being required to clock their hours with a timecard, and not be on auto rings. NAPS has been told that some districts are requiring POOMs to track the hours when a Manager or Postmaster may be working 12-14 hours in a day to cover vacant EAS assignments, open and close their offices, spend some part of the day delivering mail, and other necessary required assignments that force the Manager or



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Postmaster to work beyond 8 hours. If it is determined they did NOT carry mail for that entire time frame they may be required “to pay the money back.” NAPS HQ is asking for clarification of this clocking process so that Managers and Postmasters can accurately record their workhours.

### **Response: Handbook F-21 -Time and Attendance. Exhibit 141.h – Recording Time**

Level 23 and below

- a. *When daily clock rings are required, they may be recorded electronically, mechanically (using a time clock), or manually (written in) at the discretion of local management.*

### **Handbook F-21 -Time and Attendance**

#### **141.3 Employees Who Are Not Required to Record Daily Clock Rings**

The following employees are not required to record daily clock rings:

- b. PCES employees.
- c. Postal inspectors.
- d. Attorneys (RSCU).
- e. Exempt employees in Headquarters and Headquarters field units.
- f. FLSA exempt employees in grades EAS 24 and above.
- g. Other FLSA exempt employees whose schedule and position does not include premium pay eligibility. (Certain employees in this category are eligible for overtime during the designated Christmas period. These employees must record daily clock rings for those weeks in which overtime may be earned.)
- h. Exhibit 141
- i. Recording Time**
- j. This exhibit shows which employees are required to record daily clock rings and sign their timecards. All employees must record leave hours on PS Form 3971 and enter the appropriate leave hours on their timecard or other approved media (such as timesheets or EBRs).



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Exhibit 141

### Recording Time

This exhibit shows which employees are required to record daily clock rings and sign their time cards. All employees must record leave hours on PS Form 3971 and enter the appropriate leave hours on their time card or other approved media (such as timesheets or EBRs).

	Daily clock rings required?	Must employee sign time card?
<b>FLSA exempt</b>		
PCES Employees	N	N
Postal Inspectors	N	N
Attorneys (RSC U)	N	N
SMD Mgmt Interns/Trainees (RSC J)	N	N
EAS Employees		
Level 24 and above	N	N
Level 23 and below	N <sup>1, 2</sup>	N <sup>3</sup>
<b>FLSA nonexempt</b>		
EAS employees	Y <sup>2</sup>	N <sup>3</sup>
CAG L Postmaster/Leave Replacements	(see <a href="#">147</a> )	
Bargaining Unit Employees <sup>4</sup>	Y <sup>5</sup>	N
Rural Carriers	(see chapter <a href="#">5</a> )	

1. If schedule and position include premium eligibility, daily clock rings are required.
2. When daily clock rings are required, they may be recorded electronically, mechanically (using a time clock), or manually (written in) at the discretion of local management.
3. If the time is written in, the employee must sign the time card.
4. Also includes casual employees.
5. These employees are required to use a time clock. If a time clock is not available, clock rings must be written in.

*ELM - 434.143 Eligible for FLSA-Exempt EAS Additional Pay FLSA special exempt employees in EAS-18 positions and below are eligible for EAS additional pay if authorized to work over 8.5 hours on a scheduled day or any hours on a nonscheduled day, even while on a temporary assignment such as to an OIC position. When authorized work exceeds 8.5 hours on a scheduled day, EAS additional pay is received for the first half hour as well as for the authorized work over 8.5 hours. Regular FLSA-exempt employees in EAS-23 positions and below positions except postmasters and officers-in-charge are eligible during the designated Christmas period provided they are authorized to work over 8.5 hours on a scheduled day or any hours on a nonscheduled day and the additional hours are spent directly supervising*



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**0217-04** NAPS has been made aware of a safety issue that affects employees, including EAS, at the Tallahassee P&DC. Currently carriers are housed in a trailer behind the Tallahassee P&DC in an office called the Tallahassee GMF. Currently the trailer houses fourteen routes. There are plans to add another route. This trailer is located behind the platform of the Tallahassee P&DC. After the carrier's case their routes, they must go down wooden ramps, with mail, to exit the trailer.

Also, the clerks sort parcels outside in the parking lot. They do this in all kinds of weather. In January 2023, the low temperatures were in the mid 30's. They used to have kerosene heaters, but Patricia Becker, Plant Manager, Tallahassee P&DC eliminated them as a safety hazard.

In addition, Plant Manager Becker does not let Amazon back up to the platform. The Amazon driver uses a liftgate on the truck to lower pallets of mail. At times the pallets fall off the liftgate.

This whole operation is unnecessary as this unit could be moved into the plant, making it safer for all employees and abating OSHA violations. NAPS is requesting this operation in the trailer be moved into the Tallahassee P&DC.

**Response:** The Local safety office will conduct a site visit to identify whether there are any hazards and if found will establish an abatement plan. We have many facilities that house carrier routes in trailers and sorting and distribution areas are located outside of facilities. If an Amazon driver is not operating their lift gate safely, it should be reported just as with carriers unloading 2-ton vehicles with lift gates. Although there may be space in the adjacent plant, we are unsure whether the space is adequate and can be utilized by delivery carriers for all of their duties. For example, the plant dock may not have the proper platform height to load/unload LLVs and adequate ramps for carriers to push equipment to their vehicles.

**0217-05** A retaliation case that was filed against a South Dakota plant manager in June 2022. There was an allegation of harassment resulting from a situation that occurred between a bargaining unit employee (VOMA) and the plant manager. There was a multitude of documents submitted resulting from this reported incident; all these documents were given to the IMIP fact-finders (at the Area level) for review and consideration in their fact-finding mission. The case required the Central Area to do an IMIP and it keeps dragging out while those that feel harmed are left with no answers. What is the status? The results were in weeks ago and nothing was said about more investigation was needed, just a review. LR Manager, Jinni Ramirez, has not provided responses to NAPS North Central Area VP Dan Mooney after repeated efforts. This issue of non-



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responsive Managers in the Central Area has been brought to the attention of Postal HQ previously.

**Response:** In accordance with the provisions of US Code Title 39, Part II Chapter 10 section 1004 paragraph c.2.b, "Grievances of individual employees shall not be matters which may be included as agenda items under this paragraph."

NAPS is not privy to investigation results. Once an investigation is completed, the Harasser and harassee are notified of the determination of the investigation.

**0217-06** NAPS is bringing back to the table the issue of ELM 519.733 language:

519.733 Directed to Work

When an exempt employee is directed to work a full day on a holiday or other full day in addition to normal workdays, the supervisor may grant a full day of personal absence without charging it to official leave.

NAPS has requested that the word "may" be changed to "must", as all too often higher level managers are not granting this full day of personal absence to EAS working a holiday, or day other than a normal workday.

**RESPONSE:** This has been addressed in prior conversations and in consultative meetings with NAPS. The Postal Service does not agree that the language of ELM 519.733, *Directed to Work* needs to be changed. The discretion in granting a full day of personal absence without charging it to official leave should be left to the supervisory authority. There may be situations where FLSA-exempt non-bargaining employees may be required to work a full day in addition to normal workdays to evaluate and analysis office performance, typically on Saturdays. That intent would be for the Exempt Manager or Postmaster to implement improvements to increase efficiency and then return to their normal schedule. Managers should not require exempt employees to consistently work on their scheduled days off without rest days.

Exempt managers should develop subordinate staff as replacements for when the manager is not scheduled. The April 2012 Brennan memorandum, *Work Schedules, FLSA-Exempt Non-bargaining Exempt employees* is still in effect and explains that although exempt employees are not limited to working a specified number of hours in a service week, there is a practical limit to the extent and regularity of requiring additional hours of exempt employees. It further explains that the Postal Service will limit those situations consistent with Employee and Labor Relations Manual, section 432.

### 432.112 Nonbargaining Unit Employees

Nonbargaining unit employees are categorized as follows:

a. *Full-time salaried* — one of the following categories of salaried employees employed according to procedures established by the Postal Service:





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(1) *Exempt salaried* — career employees who are exempt from the FLSA provisions, are not limited to working a specified number of hours in a service week, and are expected to work or have excused leave for at least 40 hours per week fulfilling the responsibilities of their positions.

**0217-07** NAPS HQ has become aware that the NALC is operating their Dispute Resolution Teams (DRT) under the old 67 district format due to the Collective Bargaining Agreement. The EAS DRT positions have been reduced to the new district alignment of 50 districts and USPS is using details for the rest. NAPS is requesting that those details be converted to full time positions again, barring a change in the collective bargaining agreement.

**RESPONSE:** These allegations are inaccurate. The Postal Service has 66 authorized Labor Relations Specialist (Region) EAS-21 positions for Regional Dispute Resolution teams. There are currently 8 vacant positions that are currently in the posting and selection process. The vacant positions are the product of the former incumbents receiving promotions, primarily into EAS-23 positions.

USPS/NALC MOU Re: Article 15 – Dispute Resolution Process: The Postal Service and the NALC will each determine their own method of selection for the Step B representatives.

### Labor Relations Specialist (Region) EAS-21, OCC 0233-5018

Area	Authorized	Vacant
ATLANTIC	18	1
SOUTHERN	17	5
CENTRAL	18	0
WESTPAC	13	2
<b>Total</b>	<b>66</b>	<b>8</b>

**0217-08** Typically the NPA payout is rolled into the first pay period of the year; however, in FY 2023, because the first day of the new pay period was in December of the calendar year 2022, this caused everyone's NPA to be delayed another two weeks, meaning the NPA didn't enter in the employee's checks until January 28th, 2023. Members feel they are being made short a salary raise by two weeks. NAPS is requesting that NPA be released in the exact first week of the new calendar year, regardless of when the last day of December is, and if any EAS pay was lost as a result of this issue at the end of December 2022, all affected EAS be made whole.



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**Response:** The statement that the NPA(PFP) payout is typically rolled out into the first pay period of the year is not accurate. Programming for pay is aligned with implementation of our salary schedules and the leave years. The first full pay period of calendar year 2023 was PP-03, January 14. Below are prior effective dates of the PFP.

Federal government payouts are also awarded the first full pay period but their work week starts on Sunday, so implementation of the changes was one pay period earlier this year. Below are effective dates of salary schedule changes and PFP awards in prior years that occurred more than one week after January 1. Last year, the date was 1/1/22 so this year is likely one of the latest dates for implementation.

1/17/2009
1/16/2010
1/15/2011
1/14/2012
1/12/2013
1/11/2014
1/10/2015

**0217-09** In FY 2022, the F-4 parcels per hour were 270. Now in FY 2023, that has been raised to 300. Can the USPS explain what historical data was used to support this increase in productivity considering the APWU doesn't recognize any distribution standards? Are the measurement formulas used to determine 300 parcels sorting per hour in F-4 based on a theory or a proven method?

**Response:** The Postal Service completed a time study analysis of 186 offices for Customer Service Variance (CSV) in FY22. The offices studied encompassed offices of all sizes and varying route counts. In FY23, the results of the study were implemented in CSV.

Parcel productivity was adjusted from a flat 270 piece per hour target to fit the capabilities of each unit based on the number of routes requiring manual sortation. Now the parcel productivities have a scale of 9 different factors (show below from CSV productivity page) based on the number of routes in the office.

These are the raw factors before allowances for safety talks and breaks are added.



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43PAK	
Unit Distribution Parcels Rates: 0 - 10 Separations	328.00
Unit Distribution Parcels Rates: 11 - 20 Separations	313.00
Unit Distribution Parcels Rates: 21 - 35 Separations	281.00
Unit Distribution Parcels Rates: 36 - 49 Separations	271.00
Unit Distribution Parcels Rates: 50 - 63 Separations	264.00
Unit Distribution Parcels Rates: 64 - 77 Separations	258.00
Unit Distribution Parcels Rates: 78 - 84 Separations	250.00
Unit Distribution Parcels Rates: 85 - 116 Separations	241.00
Unit Distribution Parcels Rates: 117 - 999 Separations	227.00

The adjustment is a Variance system re-programming – not individual unit enhancements. It went live the third week of October, 2022.

**0217-10** With regards to the S&DC, how will each NALC local agreement be handled? Will local negotiations take place for one agreement in the SDC, or will each current local agreement continued to be honored?

**Response:** The LMOU at the S&DC site is the controlling LMOU for that site and all the spoke routes/employees moved or excessed into the S&DC will be covered by the LMOU at the gaining facility (S&DC). As a reminder, an S&DC is its own installation.

If there are employees left at the losing or spoke site(s), the LMOU for their respective craft at the losing/spoke site(s) is still in effect. The January 13, 2013 MOU with the National Association of Letter Carriers established a process for reviewing LMOUs when carriers were moved to S&DCs.

- January 13, 2023 – Memorandum of understanding (MOU) concerning the agreed upon procedures to be followed regarding local memorandums of understanding (LMOUs) when all city letter carrier assignments are permanently moved from an independent installation to a sorting and delivery center (S&DC). The process outlined in this MOU does not apply when an installation is discontinued and/or consolidated, or when a station or branch is transferred or made independent in accordance with Articles 12.5.C.1, 12.5.C.2, and/or 12.5.C.3 of the National Agreement.

**0217-11** NAPS is requesting an update on the F4 Back Office Play? Members continue to voice concerns over the requirement to staff this detailed position. NAPS was told in briefings on this pilot that it was through peak season, which obviously has ended. Many of the offices required to staff



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this position don't have the authorized complement to run the play and therefore most are covering the position with either their supervisor working 6 days or using an available 204b While there may be value having a supervisor start at the same time as the first scheduled clerk, EAS are overworked or simply cannot find and schedule an adequately skilled 204b to effectively run the play as designed. NAPS is requesting that if in fact Headquarters is going to continue the requirement to staff this unauthorized supervisory position that these positions be created as permanent positions as posted as such.

**Response:** The BT 2 DUT is an initiative designed to increase efficiency in AM Function 4 Operations with an emphasis earlier distribution up times and to drive Function 2 success. The Function 4 Back Office Play and the BT 2 DUT, although designed to increase efficiencies in Function 4, are different initiatives. The BT 2 DUT initiative has been modified following its establishment in peak season:

- Applies to all Tier 1-3 offices, LV 22 and above units with three (3) or more Supervisors. The Supervisor will start their day no later than 15 minutes from the first employees begin tour.
- In Amazon Night Owl sites, no later than 2 hours after the first employee arrives and within 15 minutes of the second night owl employee's Begin Tour.

If units do not have adequate supervisory staffing to comply with this initiative daily, then this should be discussed with district senior leadership.