

## **Marilyn's September 2019 Blog**

***Hope your Labor Day was a rest day to enjoy time with friends and family. Also, a day to reflect on why there is a day devoted to our nation's workforce! Safety Tip watch out for the kids it is back to school days!***

### **E-mail etiquette**

Emails in the workplace be sure to review the content of your message before you hit the send button! There should be no inappropriate language, jokes, offensive content. Consider who should receive your message everyone in the address list does not need your message!

Personal emails, Twitter, Facebook, Instagram, texts messages should be shared carefully. Hurtful, harsh language, tasteless jokes, bullying messages these are not the appropriate forum! All of these media formats can be used in employee conduct cases as documentation of inappropriate behavior.

**Mediations:** Members have express concern regarding USPS attorneys attending mediations or management pausing the meeting to confer with an attorney. This may occur during mediations on downgrades and removals. Recently we were notified management was pausing a meeting to confer with the postal attorney discussing a letter in lieu of a suspension. We are making inquiries, but it appears management is taking an action but unsure or insecure on how to resolve or settle the issues! Maybe more thoughtful investigation and review of the Douglas Factors should be considered before corrective or adverse action is initiated!

**NAPS Disciplinary Defense Fund (DDF)** - NAPS Members in good standing and listed on the NAPS DCO list 90 Days prior to an adverse action and in their current position for one year are eligible to apply for DDF representation, once a decision letter has been issued. There is no charge for representation by our DDF Provider. Adverse Actions are downgrades, removals nonpaid time off suspensions! It is important that the member contact their local NAPS president to ensure they have the documents (NAPS DDF form) and decision letter needed to apply! New supervisors that sign up within 30 days of their promotion are eligible for NAPS assistance.

**RIF Avoidance & RIF** – The following process should be followed in implementing organizational changes, no change can be implemented until it has been approved and documented by the Organizational Effectiveness offices at USPS HQ The procedure should involve Employee Notification -RIF Avoidance information; Limited Area Consideration (if applicable) – identify vacancies; Salary Protection – volunteer acceptance of lower level positions. During RIF Avoidance vacancies should be identified. At the end of the RIF avoidance. RIF procedures will be applied and unassigned preference eligible employees (Veterans) will get RIF assignments if appropriate; unassigned non-preference eligible employees could be RIF separated. ***Ref: USPS HQ Letter dated October 6, 2010.***

***NAPS members that are made aware of a possible RIF situation should immediately review and update their Form 50 the employee is responsible to ensure the information listed is correct and accurate; this information will determine if you can be RIF!***

**Pacific Area Training** sponsored by Chuck Lum NAPS Pacific Area VP hosted by NAPS Branch 373 September 13-16, 2019. The registration is \$90.00 per person. All NAPS members invited to attend. The training is being held at the PALA Resort & Casino, 1154 Highway 76, Pala California. Training subjects include SWCS/WCS review, EEO updates, EAS 650 Training, Workplace Bullying and various other subjects. Contact Cathy Sutton 909-228-2936 for more information.

**NAPS Weekly PODCASTS** – If you would rather hear updated information from NAPS, tune in to NAPS weekly PODCASTS hosted by Bob Levi, Director of Legislative & Political Affairs Each week Bob invites guests of interest to join him on his recording. Bob has interview NAPS resident officers, NAPS members and officers along with many of NAPS Political friends on Capitol Hill. The PODCASTS are informative, entertaining and he covers subjects that are of vital interests to us the members. Bob's weekly PODCASTS are listed in a NAPS library so that you can go back and listen to past interviews. Be sure to take advantage of this free information service. Also be sure to check out NAPS monthly Postal Supervisor magazine, or NAPS Facebook, Instagram and Tweeter pages.

**SPAC** - NAPS Supervisor Political Action Committee (SPAC) There is still time to sign up for our "Drive for Five" campaign using payroll deduction or through OPM if retired. It is imperative that NAPS maintain our Political Action Committee funds to ensure we have funds to support those legislators that support Postal/Federal issues. If you don't want to do payroll deduction you can always write a check or use your credit card!

***In Solidarity***

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