



AMERICAN POSTAL WORKERS UNION, APWU

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DATE

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NUMBER

LABOR-MANAGEMENT - NEGOTIATION
TECHNOLOGY - MECHANIZATION
SAFETY-HEALTH - DISTRIBUTION

REPORT • DIGEST • INTERPRETATIONS

COLLECTIVE BARGAINING REPORT

MAXIMUM FULL-TIME EMPLOYMENT

The following information should be helpful to you as your office implements Article VIII, Section 3, Employee Complement which has been known in the past as the "All-Career Regular Program".

We are also attaching a complement questionnaire which we would appreciate very much your furnishing the required information for each of the crafts comprising the American Postal Workers Union.

ARTICLE VII, SECTION 3. Employee Complements:

"The Employer shall man all post offices and facilities with 200 or more man years of employment with 90% full-time employees within six (6) months from July 1, 1971, with the exception of the seventy-eight (78) largest post offices that include all post offices larger than Grand Rapids, Michigan as to which such manning shall be completed by June 30, 1972. The Employer shall maximize the number of full-time employees and minimize the number of part-time employees who have no fixed work schedules in all post offices."

As to whether or not this program can be implemented in your office is no longer a question. IT IS A CONTRACT REQUIREMENT. Even more emphatic are the time limits spelled out in the contract, signed by both management and Unions.

These contract provisions apply to all employees in the Seven Bargaining Units.

ARTICLE VII, SECTION 2.A. provides:

"Normally work in different crafts, occupational groups or levels will not be combined into one job. However, in order to maximize full-time employment opportunities and provide necessary flexibility, management may after studied effort to meet its requirements by combining within craft or occupational groups established full-time or part-time scheduled assignments by including work within different crafts or occupational groups."

This section requires that the conversion to regular complement will first be confined to the individual crafts. Only after the maximum number of full-time positions in each craft has been established, and management has clearly shown that no other action is possible, and management is down to the "tag end" work requirement, can they give consideration to combining the "loose end" assignments within the various crafts into a full-time regular position.

Only after management has reached this point of implementation office-wide can consideration be given to establishment of part-time positions in each of the seven crafts.

If part-time positions should become necessary, then FIRST CONSIDERATION MUST BE FOR PART-TIME REGULARS WITH A SCHEDULE.

ARTICLE XVII, SECTION 5.

"The Unions party to this Agreement through their designated agents shall be entitled at the national, regional and local levels, and at such other intermediate levels as may be appropriate, to participate in regularly scheduled joint labor-management committee meetings for the purpose of discussing, exploring, and considering with management matters of mutual concern; provided neither party shall attempt to change, add to or vary the terms of this collective bargaining agreement".

This agreement was agreed to and signed by union and management. Therefore, it is the responsibility of both parties to see that the contract is implemented in accordance with intent and provisions of the contract. When this has been accomplished, it is still the responsibility of both parties to see that administration of the contract is properly policed.

This now brings us to the point of what our local should do, keeping in mind that one and a half months of the six-month time limit for most of the offices covered by this program has gone by the boards. Therefore, let us make the following suggestion, which can be the base from which you can develop your local program to assure that our members receive the maximum benefit:

Local Union officers should take aggressive action to discuss the implementation of this new program and object to any massive rescheduling of employees as a result of this specific management action.

Determine the number of substitutes in the great majority of the post offices that have for a long period of time been assigned to a regular work schedule of hours and days of work -- eight hours within ten hours a day and five days a week.

Only "paper work" should be required to convert these employees to full-time regulars.

These employees (during the pay months or years) have been denied full-time regular positions because of a "ceiling" placed on the former Post Office Department by the Bureau of the Budget.

Beginning July 1, 1971, when the Postal Service became official, those Bureau of the Budget restrictions no longer apply to the Postal Service.

In the early stages of discussion with management, we ask that you fully explore and consider three other current management programs having a direct relationship to clerical staffing patterns - tour compression, circular case distribution and preferential category distribution.

Tour compression, or, more appropriately, operation compression, offers significant advantages for improving schedules of duty. Weekend processing and distribution should be limited to absolutely essential activities. No circular matter should be given case distribution on Saturday or Sunday.

Circular case distribution should be performed only on daylight hours, Monday through Friday, including outgoing circular matter.

Preferential category distribution should be compressed to the minimum span of hours on weekends, holidays and nights.

Also, in your advance planning and study of regular full-time employees, it would be very helpful to you if you were to determine the average sick leave, annual leave and other leave used each pay period. In the larger post office, this area of consideration can provide many more opportunities to make full-time regular positions.

APWU represents all the employees in the following crafts: clerk, motor vehicle, maintenance, and special delivery. Insofar as possible, we would hope that the making of an additional full-time regular position out of work from more than one craft would be confined to those crafts that make up the APWU.

Local union officers must consider the following items in their analysis of management actions to insure maximum employee benefits from the contract.

A. Analyze assignment of part-time vehicle operators with the view of creating additional full-time positions. For example, absorb star routes, make some limited combination with collections and/or parcel post runs to accomplish this goal.

B. Maintenance employees have in the past had a great number of part-time employees, many on a regular work schedule, sometimes over six and/or seven days a week. Immediate effort should be made to eliminate those kinds of part-time positions and to establish full-time regular positions with a work schedule as provided by Article VIII, Sections 2 and 3.

C. Determine the number of special delivery messengers needed each trip. Pursue opportunities for combining work with clerical craft.

D. Consider the combination of early morning clerical distribution at one station or branch with work at the main office or another station or branch to create additional full-time positions.

E. Under the Postal Service Area Mail Processing Program of dispatching outgoing mail to the sectional center for distribution, it should be possible to eliminate late Tour III and reduce Tour I in associate offices of 200 or more man years of employment.

All management action in the implementation of this program must be in accord with the National Working Agreement and also Article XII, Reassignments; Article XIII, Assignment of Ill and Injured; Article XXII, Posting and Seniority Supplemental Agreements which are carried over in the new contract.

When this new administration came into the old Post Office Department, it established a very firm policy of delegating authority and responsibility to the postmasters. The new Postal Service has not only carried over this policy, but has extended the responsibility of postmasters to where they have almost complete decision-making authority within their budgetary allowances.

No longer will a postmaster be able to pass the decision-making responsibility for this program to some higher level, as he stays long as he stays within his allowance.

In this program, this is an almost unlimited opportunity to improve employee hours and days of work. Management, in every advance made in putting this program into effect, will find a more efficient work force, which means a more economical operation which all adds up to a much better mail service to the American public.

FLASH

Recent APWU News Bulletins reported that we had requested the Postmaster General to make the salary provisions of the new Contract available to the employees of the Postal Service who are not in the seven bargaining units. In compliance with our request, the Postmaster General issued Postal Service Order 71-22 which provides that those employees in the Postal Service Schedule, Levels 1 through 8, not covered in the collective bargaining agreement, but who were on the U.S. Postal Service rolls August 19, 1971, would be given the salary benefits of the new contract. The Postal Bulletin of September 9 states that:

"The adjustment for the period July 20 through September 3 for the \$250 annual salary increase and the one-time payment will be included in the salary checks dated September 24, 1971".

Those employees who left the Service after August 19 will be paid as soon as it is administratively possible. This matter should be called to the attention of employees not in our bargaining units in an effort to convince them of the benefits to be gained by becoming members of the American Postal Workers Union

You are urged in all your contacts with such persons to actively solicit their membership with the understanding that when sufficient members are recruited in these various units, the APWU will file recognition petitions with the National Labor Relations Board in order to gain the right to bargain collectively for these people.

Date of
Complement Record

Clerk
Craft

Motor
Vehicle
Craft

Mainten-
ance
Craft

Special
Delivery
Craft

Employee Classification
(Prior to July 1, 1971)

Annual Rate Regulars

Career Substitutes

Hourly-Rate Regulars

Temporaries, Indefinite

89-Day Temporaries

Public Policy Employment
Type Programs

Postal Assistants

Summer Aides

Postal Trainees

Veteran Readjustment

Summer Helpers

Handicapped, with Time
Limited Appointment

Others

TOTALS

Office _____

Submitted By _____

Title _____