

**UNITED STATES POSTAL SERVICE**

**SOUTHERN REGIONAL OFFICE**

Memphis, TN 38166

**OUR REF:** SN220:SDixon:ac:38166-0220

**DATE** September 30, 1985

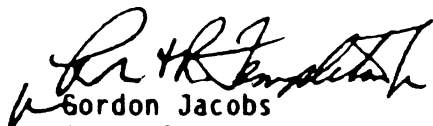
**SUBJECT:** Regional Instructions 399 Work  
Assignment Guidelines - Four Hours Criteria

**TO:**  
ALL SECTIONAL CENTER MANAGERS/POSTMASTERS  
ATTENTION: SECTIONAL CENTER DIRECTOR/E&LR  
SECTIONAL CENTER DIRECTOR/MAIL PROCESSING

Attached is a letter from Headquarters addressing the "Four Hours Criteria" section of RI-399. Please read this letter carefully and add it to your RI-399 file.

The four hour rule will be one of the subjects covered in our RI-399 training for field Mail Processing and Labor Relations managers. A schedule for this training, which will be conducted during late October/early November of this year, will be sent to you within the next two weeks.

If you have questions concerning the attachment, your contact is Sherman Dixon, FTS 228-7237.

  
Gordon Jacobs  
General Manager  
Labor Relations Division

Attachment

cc: (w/attachment)  
All District Managers, Attn: DD/E&LR, DD/MP  
SN400  
SN410  
SN220  
SN221  
SN222  
2378W

UNITED STATES POSTAL SERVICE


Washington, DC 205

DATE: August 19, 1985  
REF: LR310:MH01iver:ltd:4131  
SUBJECT: Four-Hour Criteria, Regional  
Instructions 399 Grievances  
TO: Regional General Managers  
Labor Relations Division

At the June 1985 Labor-Management Meeting with the Mail Handlers organization, one item of discussion was the four-hour criteria contained in section II.B of Regional Instructions 399.

In the meeting we agreed to reemphasize the position taken in numerous Step 4 grievance sign-offs with the union. We take the position that the provisions of RI 399, section II.B, do not provide license to utilize employees in the inappropriate craft simply because less than 4 hours' work was involved. In determining the appropriate craft, the entire criteria of RI 399 must be applied.

Your continued adherence to this policy is appreciated.

  
William E. Henry, Jr.  
Director  
Office of Grievance and Arbitration  
Labor Relations Department



UNITED STATES POSTAL SERVICE  
475 L'Enfant Plaza, SW  
Washington, DC 20260

MAR 22 1984

Mr. Lonnie L. Johnson  
National Director  
National Post Office Mail Handlers,  
Watchmen, Messengers and Group  
Leaders, AFL-CIO  
Suite 450  
1225 19th Street, N.W.  
Washington, D.C. 20036-2411

Re: J. Micci  
New Haven, CT 06511  
H1M-1J-C 18206

Dear Mr. Johnson:

On February 28, we met with your representative to discuss the above-captioned grievance at the fourth step of our contractual grievance procedure.

We mutually agreed that there was no interpretive dispute between the parties at the national level as to the meaning and intent of Regional Instruction 399 or Article 7 of the National Agreement.

This case is remanded to fully develop the case file. The parties should then attempt to resolve this grievance.

In resolving this case the parties are to be guided by the following:

1. The provisions of RI 399, Part II.B do not provide license to utilize employees in the inappropriate craft simply because less than four hours work was involved. In determining the appropriate craft, the entire criteria of RI 399 must be applied.

2. The Union agrees to forego the interpretive issue in Article 7 which concerns language which states "in the same wage level." In addition, in the event this grievance is ultimately arbitrated (nationally or regionally) it is agreed that the Article 7 issue above will not be raised by the Union.

Mr. Lonnie L. Johnson

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Please sign and return the enclosed copy of this decision as your acknowledgment of agreement to remand this case.

The time limits were extended by mutual consent.

Sincerely,



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Daniel A. Kahn  
Labor Relations Department

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Lonnie L. Johnson  
National Director  
National Post Office Mail  
Handlers, Watchmen, Messengers  
and Group Leaders, AFL-CIO

JAMES E. FOUTS  
NATIONAL BUSINESS AGENT  
CLERK DIVISION, ATLANTA REGION  
American Postal Workers Union, AFL-CIO  
1000 ASHLEY DR., SUITE 611  
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