



EMPLOYEE AND LABOR RELATIONS GROUP
Washington, DC 20260

MAY 31 1974

✓ Mr. Francis S. Filbey
General President
American Postal Workers Union, AFL-CIO
817 14th Street, N. W.
Washington, DC 20006

Mr. Lonnie Johnson
National Director
National Post Office Mail Handlers, Watchmen,
Messengers and Group Leaders, AFL-CIO
905 16th Street, N. W.
Washington, DC 20006

Gentlemen:

In accordance with the Memorandum of Understanding between the American Postal Workers Union, AFL-CIO, the National Post Office Mail Handlers, Watchmen, Messengers and Group Leaders Division of the Laborers' International Union of North America, AFL-CIO, and the United States Postal Service, dated December 14, 1973, a meeting was held on May 7, 1974, concerning grievance A-NAT-5750 involving the excessing of certain clerk position in the Seattle Parcel Post and Dispatch Section at PCC in January 1973.

In establishing the respective bargaining units represented by the parties to this dispute and in determining the craft to which new positions will be assigned, the U. S. Postal Service has considered certain general broad guidelines which were founded to some degree on the duties of the positions of KP-8 Mail Handlers and KP-12 Distribution Clerk. In addition, the Postal Service has considered community of interest, common supervision, skills and other guides customarily used in making such decisions in government and the private sector.

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In general terms, the broad criteria followed by the Postal Service are that clerks process, including distribution, all kinds of mail, letters, papers, parcel post, bulk, etc., whereas mail handlers batch, face, postmark mail, load, unload and move only bulk mail, and may perform duties incidental to the processing of other mail, and may make occasional simple distribution of parcel post not requiring scheme knowledge. Sacks of mail are considered bulk mail and may be processed by mail handlers. However, if a scheme is required, it is a clerical function. In every process, regardless of the category of mail, if a scheme is required, it is a clerical craft assignment. Pouches are distinguished from sacks and are processed and dispatched by clerks. After mail has been "processed," it is normally moved by mail handlers.

The foregoing criteria constitute general broad guidelines. Often mail handler functions are an integral part of the mail processing work performed by the clerks. In such cases, it is impossible to separate the mail handler functions out of the clerical duty assignment. Therefore, the assignment will be made to the clerical craft because of the higher level duties and skills required. Where it is found however, that mail handler duties are performed by clerical employees on a regular basis and they can be reasonably combined into a regular position, such duties should be assigned to the mail handler craft. Furthermore, where such mail handler duties comprise the entire assignment and appear in both the mail handler and clerk job descriptions, then such assignment should be made to the mail handler craft.

We have reviewed the operation and work involved, and after full consideration of the contentions of both Unions as to which classification of employees should perform this work, it is our determination that approximately seventeen (17) Distribution Clerk positions should be established to perform parcel post distribution at the PCC in place of the present Mail Handler positions.

The basic reason for our determination is that the work involved in these positions entails more than occasional distribution of mail; i.e., parcel post. In our opinion,

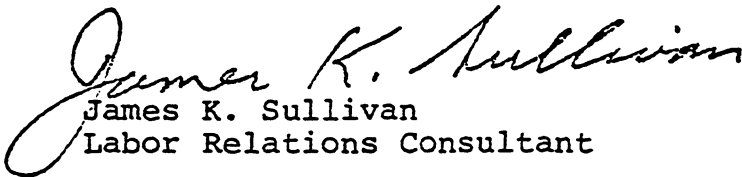
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this work is encompassed under the basic duties and responsibilities of the Distribution Clerk - Level 5 Job Classification.

Accordingly, it is the Employer's intention to excess the approximately seventeen (17) Mail Handler positions involved and post for Distribution Clerk bidding.

The undersigned has been designated as the United States Postal Service official to consider these cases and to issue this decision for the United States Postal Service.

Sincerely,


James K. Sullivan
Labor Relations Consultant

cc: Mr. Dan Jordan
Mr. Jules Bernstein