

M-01513

Agreement on Route Inspection Moratorium and Cased Mail Verification

Transmittal Letter 2

April 8, 2004

This is the second in a series of transmittal letters relating to the April 1, 2004 agreement signed between the U.S. Postal Service and the National Association of Letter Carriers. To that end, the parties have agreed to use the attached form to this transmittal to accomplish daily verification of cased mail volume. This form will be used in place of the DOIS worksheet and will be provided to the union's representative on a daily basis. A copy of this form will be maintained by both union and management. As we have stated previously, the objective of this data collection is to ensure that there is an accurate and proper recording of cased mail volume.

Throughout the first week of the verification process, both parties have received numerous questions regarding implementation. Below you will find responses to these questions that the parties have jointly agreed upon:

Questions and Answers

1. Is cased mail volume verified every day or only on days the route is served by the regular carrier?

Response: A route's cased mail volume should be verified each day, whether the route is served by the regular, technician, or any replacement carrier.

2. Are auxiliary routes included in the verification process?

Response: Yes.

3. Are offices not using DOIS included in the verification process?

Response: Yes.

4. Is S999 mail from the DPS included in the verification process?

Response: Yes.

5. Is cased mail that has been piece counted on automated equipment included in the verification process?

Response: Yes. It will be listed separately on the form. Normally, letter carriers will be able to visually verify the accuracy of the automated piece count. Disputes will be handled in the same manner as with linear verification.

6. For routes that have a router as a permanent adjustment, can the router continue to be used during the verification period?

Response: Yes.

M-01513

7. Can office assistance be provided to regular carriers on their own route that have medical restrictions?

Response: Only if casing the whole route would exceed the medical restrictions.

8. Does the restriction of no office assistance apply when the regular carrier is not on the route?

Response: No. The restriction does not apply to technicians or other replacements. It does, however, apply to the regular carrier working on their own route on a non-scheduled day.

9. May supervisors conduct one-day efficiency office counts during the moratorium period?

Response: No. The moratorium includes route counts of all types including one-day efficiency counts.

10. May supervisors complete forms 3999 on the street?

Response: No. The moratorium includes route counts of all types including 3999s.

11. Has a procedure for resolving a supervisor-union representative verification dispute been addressed?

Response: Local management should notify the district labor relations/operations contact who will resolve the process dispute with the NBA office.

12. If the local parties have a minor route adjustment agreement pursuant to MRA memorandum, does the moratorium apply?

Response: Yes.

13. Can a count and inspection mandated by a grievance-arbitration decision or required by 271g be conducted during the moratorium period?

Response: No. These types of inspections are suspended during this time and will be reviewed again in the Fall of 2004.

14. Does the moratorium on inspections and adjustments apply to all types of routes?

Response: Yes.

15. Can a regular carrier be pivoted in the office when there is undertime on their own route during the verification period?

Response: Yes.

16. Who verifies the cased mail volume on a route that is pivoted?

Response: The first carrier assigned to case after the mail is distributed.

17. What operations number should the union representative be in while resolving disputes and/or counting mail?

Response: Steward time on the clock

M-01513

18. Can those offices that have withheld positions in anticipation of excessing after route inspections and adjustments continue to withhold through August 31.

Response: Yes.

19. When the carrier and the supervisor agree on the cased volume, does the union representative also have to verify the count?

Response: No.

20. When the supervisor and the union representative cannot agree on the volume, will the two of them conduct a piece count?

Response: They, or another agreed-to third party, will count the mail. The letter carrier assigned to the route does not count the mail.

21. Should we record non-productive time spent counting the cased volume as 'stand-by' time (Opns number 354)?

Response: No. The union representative counting the mail is on steward duty time.

22. Is headquarters going to produce service talks on Moratorium issues?

Response: We believe that these Q&As should provide sufficient information for the local parties, but we will consider jointly prepared service talks if the need arises.

23. How do we respond to grievances filed on count verification activity?

Response: See the response to Question 11.

24. Do we need a written acknowledgment from the carrier agreeing to the count?

Response: No.

25. Can an acting supervisor count mail?

Response: Yes.