



## JARAP 2011 update and adjustment review process

**T**he NALC and the USPS have agreed to extend the route adjustment implementation deadline for all zones selected for JARAP 2011 until Sept. 3. We also agreed that where route adjustments were implemented after Aug. 22, the time period to be used for the route adjustment review process will be Sept. 17 to Oct. 29.

The next phase of JARAP 2011 is to be sure all routes were adjusted as near to eight hours' daily work as possible.

In our previous joint processes (IARAP, MIARAP and JARAP 2010), all route adjustments were required to be reviewed by the district lead team (DLT) regardless of whether or not the local parties thought a route adjustment review was needed. This year, things are different.

In JARAP 2011, the route adjustment review process works from the bottom up. The 2011 agreement places most of the responsibility on the Local Office Contacts (LOCs) to determine if further changes to routes are needed. The LOCs are the postmaster and the NALC branch president (or his or her designees).

There are two separate types of joint route adjustment reviews this year—the 30-day joint route adjustment review and the 120-day joint route adjustment review. Here's how they work:

**30-day route adjustment review**—The LOCs will review the routes adjusted in your office within 30 days of when the initial JARAP route adjustments are implemented. They are responsible for making any needed changes to lines of travel, park points, relays, etc.

They can also request approval from the DLT to make simple territory changes to fix obvious errors with the initial route adjustment.

The intent is not to make another complete route adjustment, but to provide the opportunity to get obvious errors corrected quickly if some of the routes are way out of adjustment after the initial adjustment, or if errors were made when lines of travel, park points, etc., were set up.

**120-day route adjustment review**—Within 120 days of when the initial JARAP route adjustment is implemented, the LOCs have to take another look at the adjustments that were made in your office. The LOCs then decide whether or not to request another evaluation and adjustment by one of the district teams.

What if your zone/office was selected for JARAP, was evaluated, and no route adjustments were made? The LOCs are free to request a review (just as if the zone/office had been adjusted) within 120 days of when it was decided no adjustment was needed. If your zone/office is in need of a review and you don't know when this decision was made, then you should ask your NALC LOC. If you don't know who your LOC is, contact your branch president for guidance.

The LOCs start a review by completing a route adjustment review request form (M-01761) and sending it to your national business agent. He or she will take it from there. A copy of the form is shown on the next page. It is available on the city delivery page of the NALC website at [nalc.org/depart/citydel/](http://nalc.org/depart/citydel/).

The reasons for the request and whether or not there is agreement on the need for a route adjustment review should be explained on the form.

The LOCs *do not* have to agree on the need for a review in order to have an office reviewed. Either LOC (NALC or USPS) can force an office to get a review by simply filling out the form and sending it to their respective parties.

The route adjustment review form will then be forwarded to the DLT, which will either conduct the review or assign this task to another joint route adjustment team.

Regardless of when the route adjustment review request is received, the joint route adjustment team assigned will review the actual time used by the regular letter carrier assigned to each route in the zone/office during the period Sept. 1 to Oct. 15 (unless a different time period is jointly agreed to or where routes were adjusted after Aug. 22 as noted above).

The assigned joint route adjustment team will then decide if further route adjustments are needed. If further route adjustments are needed in a zone/office, the rule is that only the routes in need of adjustments and those where it is geographically necessary to make an adjustment will be affected.

**Route adjustments from the route adjustment review process must be implemented by Feb. 28, 2012 (unless the national parties agree to extend the deadline).**

Please communicate with your NALC LOCs if there are problems after your route is adjusted in JARAP 2011. ☒