

Members on OWCP: Collection of dues and the per capita tax roster



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Branch secretaries often contact the NALC Membership Department with questions regarding the dues payments of members who are receiving payments through the Office of Workers' Compensation Programs (OWCP) and may or may not have retired from the Postal Service.

Active members on OWCP who remain on the branch's dues roster in a NO-DED (no dues deduction) status because they have not been separated from the Postal Service:

National Headquarters deducts the national per capita and state dues from the branch's reimbursement check for NO-DED members; Headquarters does not deduct local

dues. The branch may seek full dues payment (national, state and local dues) from NO-DED members or it may choose to seek repayment from the member for only the national and state portions of the dues. Some branches choose to forgive the entire dues amount. (The branch absorbs the cost of the national and state per capita.) Once the branch selects a policy, all members under the same circumstances must be treated equally. (See Article 7, Section 3 (b) of the *Constitution for the Government of Subordinate and Federal Branches*.)

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Members on OWCP who are separated from the Postal Service: These members will show up on the branch's bi-weekly dues roster as SEP (separated from USPS employment). Members listed as SEP because they are on OWCP have the option of retaining their membership in NALC. These members will fall into one of two categories:

1. **If they have not yet retired, they must pay active letter carrier dues until they apply and obtain retirement status from the Office of Personnel Management (OPM).** The branch should notify the Membership Department in writing that the member intends to continue membership in the NALC. After notification, the Membership Department will list

the member on the semi-annual per capita tax call—which bills branches semi-annually for national and state dues for members who are not on the dues withholding roster. It is the branch's responsibility to collect dues—national, state and local (unless the branch has a policy in which some or all of the dues will be waived)—remitting the national and state portions to NALC Headquarters.

2. **Members who retire and receive wage loss compensation from OWCP in lieu of OPM retirement benefits also must be placed on the semi-annual per capita tax call, as the Department of Labor does not allow for dues deductions from OWCP payments.** The branch must notify the Membership Department in writing that the member does not receive an annuity payment from OPM, but instead receives payments from OWCP, and that the member should appear on the semi-annual per capita tax roster.

When a branch has a member who has failed to pay dues and the local branch seeks to discontinue the member, the branch secretary must notify my office in writing and include evidence that the branch has attempted to bill the member for the dues owed prior to requesting removal from the rolls. (See Article 7, Section 4 of the *Constitution for the Government of Subordinate and Federal Branches* for more information.)

Important: Branch secretaries are reminded that the completion of the semi-annual branch per capita tax roster is the duty of the branch. Any semi-annual branch per capita tax roster that is returned to the Membership Department and is not in final form may result in the branch's being assessed \$100 for investigating and calculating the per capita tax left unpaid.

Instructions regarding completion of the roster are included with each semi-annual per capita tax call. Please note that the instructions were recently updated and the newest version was sent with the June semi-annual per capita tax call. However, if you have questions, please contact the Membership Department for assistance. As a reminder, payment of per capita tax should be made promptly, but no later than Sept. 18.

Note: Only branches with direct-pay members receive a semi-annual per capita tax call.