

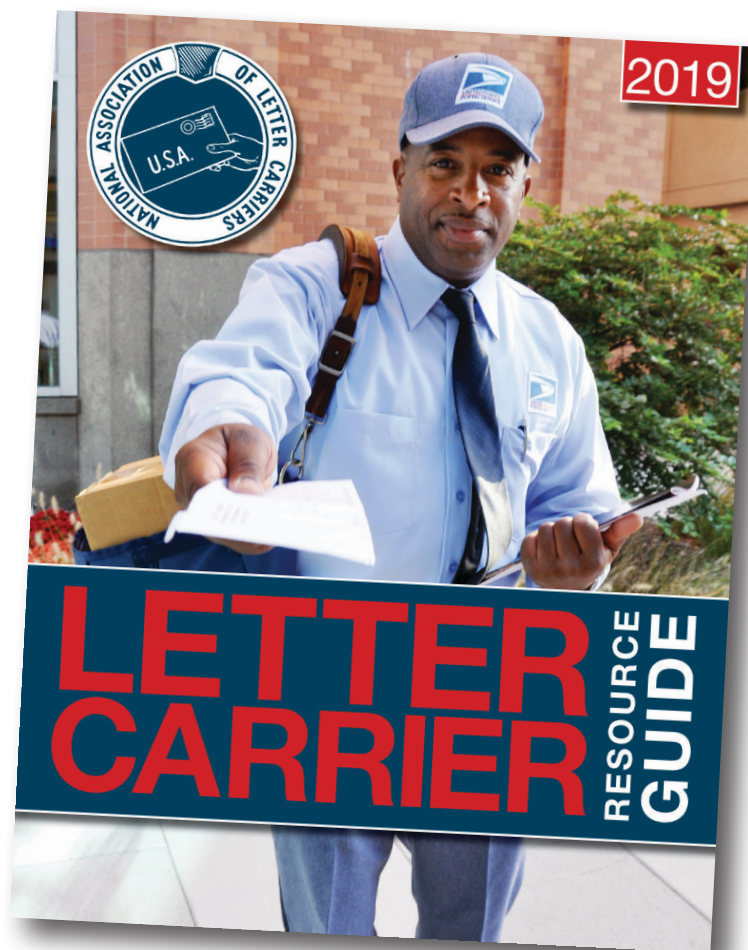
Letter Carrier Resource Guide now available

NALC's *Letter Carrier Resource Guide* combines the 2016 *City Carrier Assistant Resource Guide* and the 2014 *Letter Carrier's Guide* into one merged and updated publication. The *Letter Carrier Resource Guide* is now available in downloadable PDF format on the NALC website at nalc.org/resourceguide. The online version contains links throughout the guide that will connect you directly to additional relevant information.

The guide is a one-stop shop of valuable information for all city letter carriers at every stage of their careers. With a redesigned format and more than 20 pages of new information, the *Letter Carrier Resource Guide* was created to address letter carriers' concerns throughout their career. For city carrier assistants (CCAs), the guide includes updated CCA rights and benefits reflected in the 2016-2019 *National Agreement* and the joint *Questions and Answers 2011 USPS/NALC National Agreement*.

A new "On-the-Job" section provides information on issues relevant to the workroom floor, such as Delivery Operations Information System (DOIS) projections and PS Form 3996, the MDD, Customer Connect and Sunday parcel delivery. Additional chapters with information on Wounded Warriors Leave, ePayroll, PS Form 3971 and holiday provisions will assist letter carriers in using their contractual rights.

Also in the new guide is a significantly expanded section explaining the changes to letter carriers' rights and benefits when they become full-time regular (FTR), part-time regular (PTR) or part-time flexible (PTF). This section explains things such as layoff protection, military buyback and contractual overtime provisions.



NALC members who would like a print copy will soon be able to order one through the Members Only portal on the NALC website. The Members Only portal can be accessed by visiting the website and clicking the "MEMBERS ONLY" button at the top right of the home page. The portal includes access to documents, information and programs that are intended only for the use of NALC members. It also includes an area where members can update their contact information, Letter Carrier Political Fund (LCPF) contributions, edit information in the Work Hour Tracker and more. **PR**