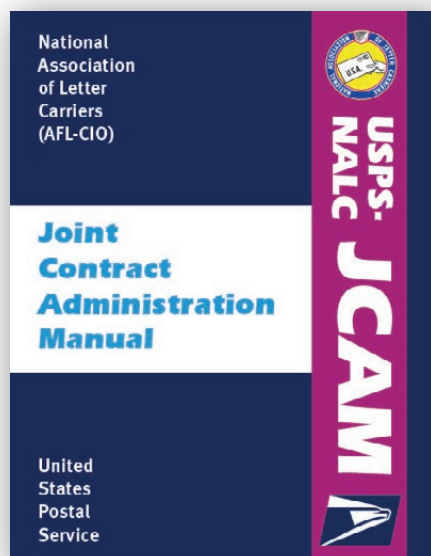




What's the *JCAM*?

If you are new to NALC, you might not be aware that after each new National Agreement becomes effective, the national parties revise and update the *USPS-NALC JOINT CONTRACT Administration Manual (JCAM)*. The *JCAM* is a comprehensive, understandable and useful guide to the National Agreement published by NALC and the Postal Service.

The *JCAM* contains the authoritative, agreed-upon interpretations of the National Agreement, clarifying contract language that has frequently been misunderstood. The *JCAM* is the result of national-level discussions between NALC and USPS in which the parties agreed on definitive interpretations of contract language. The *JCAM* is organized by National Agreement article and contains clear explanations in plain English of key contract provisions and national memorandums of understanding (MOUs). Postal managers at all levels are required to follow the *JCAM*'s interpretations of the contract because USPS has agreed to every word in the *JCAM*. NALC representatives and regional arbitrators are also bound by the *JCAM*'s definitive contract interpretations.

Why have a *JCAM*?

The *JCAM*'s primary purpose, as envisioned by the parties at the national level, is to provide a clear understanding of what the contract actually means. Too often, contract violations occur because sections of the National Agreement are misinterpreted without reference to additional agreements and letters that may have clarified and strengthened the original contract language. The *JCAM* presents all relevant language in one place, with clear explanations of what the

language actually means, not simply definitions of terms. In addition, the *JCAM* offers cross references and additional sources so that the parties can thoroughly research and understand the interpretation and application of contract language. With such a tool at their fingertips, NALC stewards and frontline managers should be able to resolve many disputes that in the past have become grievances.

How the *JCAM* works

The immediate benefit of having a *Joint Contract Administration Manual* is clear during the Article 15 grievance arbitration process. At every step of the grievance process, the union and management representatives meeting on the dispute can refer to the *JCAM* to assist them in resolving the grievance. For example, if there is a local disagreement about how management scheduled carriers on the holiday schedule and a grievance has been filed, the Article 11 chapter of the *JCAM* clearly and simply explains the proper scheduling procedures as well as how to determine the appropriate pecking order. Shop stewards can then use this *JCAM* narrative to support their position during the grievance meeting.

The *JCAM* contains a vast wealth of interpretative material explaining the National Agreement, so much that NALC members will find answers to many of their contractual questions in this book alone.

The future

Currently, the 2025 *USPS-NALC JCAM* is in the final steps of the editing process. Once complete, the *JCAM* will be released in electronic version on the NALC website, nalc.org, as a quicklink on the home page.

Also, the Postal Service and the NALC have jointly funded the printing and distribution of the 2025 *USPS-NALC JCAM*. One physical copy of the 2025 *USPS-NALC JCAM* will be sent to each postal facility in the country. A letter accompanying the shipment of the *JCAM*, addressed to the NALC shop steward and the delivery unit manager, emphasizes that the *JCAM* is a joint resource and is to be used by both union and management representatives. Instructions contained in the letter state, “When a dispute arises, you should go to the *JCAM* first to see if the issue in dispute is addressed. If the issue is addressed in the *JCAM*, any dispute should be resolved in accordance with that guidance.” At the same time that NALC stewards and managers receive the 2025 *JCAM*, NALC

is also sending a copy to every NALC branch without charge.

With the publication of the 2025 *USPS-NALC JCAM*, union representatives should be able to resolve disputes much more quickly. In addition, NALC local leaders will be able to better educate both letter carriers and managers about the meaning and interpretation of previously complex and confusing contract provisions. The NALC is committed to making further improvements in the *JCAM*. Using the *JCAM* and the numerous other resources developed by NALC, union representatives will have even greater knowledge, power and skills to help them function as expert and effective enforcers of our collective-bargaining agreement, thus protecting and supporting all city letter carriers. **PR**

Annual leave carryover increased to 520 hours for leave year 2026

Sell back amount increased to 80 hours

The NALC and the Postal Service have agreed to a memorandum of understanding Re: Monetization of Annual Leave (M-02013) in which career employees covered under the NALC agreement may sell back up to 80 hours of annual leave prior to the beginning of the leave year. To qualify for annual leave monetization, employees must meet two criteria: they must be at the maximum annual leave carryover limit at the start of the leave year and must have used fewer than 75 hours of sick leave in the previous leave year.

In addition, the national parties have agreed to a MOU Re: Annual Leave Carryover for Leave Year 2026

(M-02014) which increases the maximum allowable annual leave carryover amounts outlined in the *Employee and Labor Relations Manual (ELM)*.

For leave year 2026, regular work force career employees covered by the USPS-NALC National Agreement may carry over 520 hours of accumulated annual leave from leave year 2025 to leave year 2026. The Memorandum, which does not change the provisions in the *ELM* for payment of accumulated leave, will expire with the conclusion of the 2026 Leave Year.

Both MOUs can be found in the NALC’s Material Reference System (MRS) at nalc.org/mrs. **PR**