

Local Memorandum of
Understanding
between
United States Postal Service
and
National Association of Letter
Carriers, AFL-CIO
Branch 30
at
Butler, Missouri
64730

2023-2026

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ITEM 1: ADDITIONAL OR LONGER WASH-UP PERIOD

Letter carriers should be granted such time as is reasonable and necessary after performing dirty work or incident to personal needs as currently established.

ITEM 2: THE ESTABLISHMENT OF A REGULAR WORK WEEK OF FIVE DAYS WITH EITHER FIXED OR ROTATING DAYS OFF

Regular carriers at the Butler, Missouri Post Office will be on regular work week with fixed days off.

ITEM 3: GUIDELINES FOR THE CURTAILMENT OR TERMINATION OF POSTAL OPERATIONS TO CONFORM TO ORDERS OF LOCAL AUTHORITIES OR AS LOCAL CONDITIONS WARRANT BECAUSE OF EMERGENCY CONDITIONS

Butler Post Office will follow district and area guidelines along with following the orders of the local authorities as local conditions warrant.

ITEM 4: FORMULATION OF LOCAL LEAVE PROGRAM

- A. Management will post leave cancellations, within a reasonable amount of time, and will be granted to letter carriers by seniority
- B. No carrier will be called in to work while on annual
- C. Carriers (Regulars, Unassigned Regulars, PTF and CCA's) will be allowed to bid both choice and non-choice periods at the same time up to the weeks earned this leave year

ITEM 5: THE DURATION OF THE CHOICE VACATION PERIOD

Choice Vacation period shall be designated as period between April 1 thru September 30

ITEM 6: THE DETERMINATION OF THE BEGINNING OF AN EMPLOYEE'S VACATION PERIOD

That all vacation periods begin on Monday

ITEM 7: WHETHER EMPLOYEES AT THEIR OPTION MAY REQUEST TWO SELECTIONS DURING THE CHOICE VACATION PERIOD, IN UNITS OF EITHER 5, 10, OR 15 DAYS.

The employee may request one (1) or two (2) selections during the choice vacation period as provided in Article 10, Section 3.D.1, 2 and 3. These selections will be granted on a seniority basis

ITEM 8: WHETHER JURY DUTY AND ATTENDANCE AT NATIONAL OR STATE CONVENTIONS SHALL BE CHARGED TO THE CHOICE PERIOD.

An employee who is called for jury duty during the employee's scheduled choice vacation period or who attends a National, State, or Regional Convention (Assembly) during the choice vacation period is eligible for another available period provided this does not deprive any other employee of first choice for scheduled vacation.

ITEM 9: DETERMINATION OF THE MAXIMUM NUMBER OF CARRIER CRAFT EMPLOYEES WHO SHALL RECEIVE LEAVE EACH WEEK DURING THE CHOICE VACATION PERIOD.

There shall be a maximum of one (1) letter carrier (Including Regular, Unassigned regular, PTF and CCA's) granted annual leave each week during the choice and non-choice vacation period through the week of Thanksgiving.

ITEM 10: THE ISSUANCE OF OFFICIAL NOTICES TO EACH EMPLOYEE OF THE VACATION SCHEDULE APPROVED FOR SUCH EMPLOYEE.

The leave calendar will be posted on November 1st. Bidding will commence on November 15th, in order of seniority. Carriers will have 72 hours from time calendar received to place vacation or it will be given to the next carrier in line. The leave calendar will be official, when it is posted by close of business on January 10.

ITEM 11: DELETE

ITEM 12: THE PROCEDURES FOR SUBMISSION OF APPLICATIONS FOR ANNUAL LEAVE DURING OTHER THAN THE CHOICE PERIOD

Employees shall submit a PS Form 3971 to management no less than five (5) days in advance. Management will return an approval or disapproval within three (3) working days.

ITEM 13: THE METHOD OF SELECTING EMPLOYEES TO WORK ON A HOLIDAY

Employees will be selected in accordance with Article XI, Section 6 of the National Agreement. A list of volunteer and non-volunteer employees for holiday work will be posted for the full complement. Selection of Employees to work on a Holiday will be in the following order.

1. Part-Time Flexibles
2. CCA's
3. Full-Time Regulars who volunteer to work on their non-scheduled day, by seniority

4. Full-Time Regulars who volunteer to work on their holiday or day designated as a holiday, by seniority
5. Full-Time regulars who did not volunteer on what would otherwise be their non-scheduled day, by inverse seniority
6. All other Non-volunteer Full-Time Regulars, by inverse seniority

ITEM 15: THE NUMBER OF LIGHT DUTY ASSIGNMENTS WITHIN EACH CRAFT OR OCCUPATIONAL GROUP TO BE RESERVED FOR TEMPORARY OR PERMANENT LIGHT DUTY ASSIGNMENT.

- A. The following are considered light-duty carrier work
 1. Work auxiliary carrier routes
 2. Work auxiliary collection routes
 3. Marking up mail except when centralized Mark-up in effect
- B. The above duties do not preclude management from assigning letter carrier to other light duty assignments, as provided for and consistent with Article 13 of the National Agreement.

ITEM 21: THOSE OTHER ITEMS WHICH ARE SUBJECT TO LOCAL NEGOTIATIONS AS PROVIDED IN THE CRAFT PROVISIONS OF THIS AGREEMENT

Seniority list of employees in the Letter Carrier Craft shall be provided to Branch 30 President

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into on 6/5/2025 at Butler, MO between the representatives of the United States Postal Service and the designated agent of NALC Branch #30, pursuant to the Local Implementation Provisions of the 2019 National Agreement.

This Local Memorandum of Understanding shall be in full force and effect until midnight May 22, 2026, unless extended by agreement between the parties at the National level. The terms of this Memorandum of Understanding are subject to the grievance procedure as contained in the National Agreement.



Trenton S. Peters
Postmaster, Butler, MO



Melvin R. Moore
President, NALC Branch #30