

LOCAL MEMORANDUM OF UNDERSTANDING

BETWEEN

UNITED STATES POST OFFICE

CARROLLTON, MISSOURI

AND

NATIONAL ASSOCIATION OF LETTER  
CARRIERS,  
AFL-CIO BRANCH #30

2023-2026

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**Item # 1: Additional or longer wash-up periods**

- A. It is the position of the USPS that any letter carrier should be granted such time as is reasonable and necessary after performing dirty work or incident to personal needs as currently established.

**Item # 2 Regular Work Week**

Full time regular letter carriers shall be on a regular work week of five (5) days, with fixed days off.

**Item # 3 Curtailment or Termination of Postal Operations**

When the installation head has determined that delivery operations will be curtailed or terminated due to periods of severe inclement weather or other emergency conditions management shall attempt to notify letter carriers as soon as possible.

**Item # 4 Formulation of Local Leave Program**

- A. There shall be one (1) city letter carrier allowed off on annual leave each week.
- B. The vacation calendar shall be passed through the carrier craft and bid by seniority.
- C. All cancellations shall be reposted and granted by seniority, provided such notice of cancellation is received by management at least ten (10) days prior to the beginning of the scheduled leave that is being cancelled.
- D. Item #4 also applies to CCA's

**Item # 5 The Duration of The Choice Vacation Period**

The choice vacation period shall be May 15 through September 15.

**Item # 6**      **The Determination of the beginning day of an employee's vacation period.**

The beginning day of vacation will be on Saturday through Friday.

**Item # 7**      **Whether Employees at their option may request two selections during the choice vacation period, in units of either 5 or 10 days.**

Letter carriers at their option may request one (1) or two (2) selections during the choice vacation period in units in either five (5), ten (10), or fifteen (15) days total not to exceed ten (10) or fifteen (15) days on the first choice in accordance with leave earned annually.

**Item # 8**      **Jury Duty and Attendance at Convention regarding Annual Leave during Choice.**

Annual leave to attend Union activities requested prior to the determination of the choice vacation schedule will not be a part of the employee's choice vacation period.

**Item # 9**      **Number of Employees receiving Leave Each Week.**

There shall be one (1) city letter carrier allowed off on annual leave each week in both choice and non-choice periods.

**Item # 10**      **Issuance of Official Notice to Each Employee of the Approved Vacation Schedule**

The vacation calendar shall be posted and 3971s will be returned to the employees within ten (10) days upon completion of the calendar.

**Item # 12**      **The procedures for the submission of applications for annual leave during other than the choice vacation period.**

The remainder of the letter carriers annual leave shall be granted at other times during the year, as requested by the letter carrier, within the provisions of item 9.

**Item # 13**      **The method for selecting employees to work on a Holiday.**

- A. Part-time flexible employees to the maximum extent possible, even if the payment of overtime is required.
- B. FTR who volunteer to work on their holiday or day designated as holiday, by seniority.
- C. City Carrier Assistants (CCAs).
- D. Full-time and part-time regular employees who have volunteered to work on their non-scheduled day by seniority.
- E. Full-time regulars who do not volunteer on what would otherwise be their nonscheduled day by inverse seniority.
- F. Full-time regulars who do not volunteer to work on their holiday or day designated as a holiday, by inverse seniority.

**Item # 20**      **The Determination as to whether annual leave to attend union activities requested prior to determination of the choice vacation schedule is to be part of the total choice vacation plan.**

Annual leave to attend Union Activities requested prior to the determination of the choice vacation schedule will be a part of the total choice vacation plan.

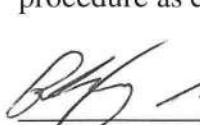
**Item # 21**      **Those other items which are subject to local negotiation.**

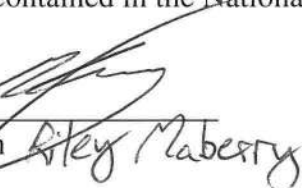
- A. Non-scheduled days will be bid separate from route assignments.
- B. A seniority list of employees in the craft shall be provided to Branch 30.


## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into on 6-16-25 at Carrollton, MO Post Office 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 2023-2026 National Agreement with the National Association of Letter Carriers.

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.

  
Mary Wooden  
Postmaster  
USPS

  
Arley Maberry

  
Melvin R Moore, Jr.  
President  
NALC, Branch #30