

Local Memorandum of Understanding

Between

United States Postal Service

and

National Association of Letter Carriers,  
AFL-CIO Branch 30

at

Chillicothe, Missouri

2023-2026

1. Bidding for first choice shall begin by November 16. Management shall post a notice at least one-week prior to the above date describing the method of bidding.
2. Management shall supply a calendar of the choice vacation period and shall contact each carrier, starting with most senior. Each carrier shall indicate his/her first choice on the calendar. The carrier should make their bid within 24 hours after being contacted.
3. After receiving a carrier's request, management shall contact the carrier on the list immediately, if the carrier is on duty. If the carrier is not on duty, the carrier will be contacted at the next scheduled reporting time
4. Management shall post a notice on the bulletin board immediately after the last junior carrier has made his/her choice, requesting all carriers to submit a completed PS Form 3971 in duplicate for the period selected. All PS Form 3971's must be submitted within (5) five days after notice is posted. Management shall sign and return one copy of PS Form 3971 within (10) ten days after notice is posted.
5. Second choice requests shall begin (10) ten days after the first choice has been finalized. All second-choice requests must be submitted within (5) five days. Properly completed PS Form 3971's must be completed by the carrier for second choice requests

**Item # 5**

**The Duration of The Choice Vacation Period**

- The choice vacation period shall be January 15 through November 30.

**Item # 6**

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

- An employee's vacation shall begin on Monday and continue through Sunday

**Item # 7**

**Whether Employees at their option may request two selections during the choice vacation period, in units if either 5 or 10 days**

- Carriers shall be granted (1) one first choice of up to 10 or 15 continuous days referred to in Article 10 section 3 of the National Agreement.

**Item # 8**

Item # 16 Deleted May 11, 2013

Item # 17 Deleted May 11, 2013

Item # 18

The Identification of Assignments Comprising a Section, When it is Proposed to Reassigned Within an Installation, Employees Excess to the Needs of a Section

- The Chillicothe Post Office shall comprise a section for the city letter carrier craft

Item # 19

The Assignment of Employee Parking Spaces

- Employee parking shall be on a first come first park basis

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

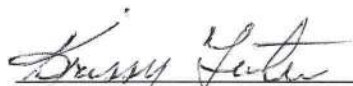
Item # 21 Blank

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## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into on 6/4/2025 at Chillicothe, 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 2023 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.



Krissy Teeter, Postmaster  
USPS – Chillicothe, MO



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