

Tampa Letter Carrier

VOLUME 21, ISSUE 1

OCTOBER 2022

Official Notice

of Nominations & Elections of Officers of NALC Branch 599, Tampa FL

Nominations for the election of officers of Branch 599 will be held at regular Branch meetings on October 6 and November 3, 2022, at our Branch hall located at 3003 W. Cypress Street, Tampa FL 33609. The meeting is scheduled to begin at 7:30 PM.

Candidates must accept nominations at the time made or, if absent, in writing. Candidates may accept nomination for only one office. Self nominations are acceptable. Nominations will be held for the following Branch offices: President, Vice President, Recording Secretary, Financial Secretary, Treasurer, Sergeant-at-Arms, three (3) Trustees, MBA/NSBA Representative, Health Benefit Representative, Director of Retirees, and two (2) Labor Management Representatives. The term of office will be three (3) years beginning January 21, 2023.

Any member having applied for, or served as a supervisor within the last two years, including detail to an acting supervisory position, is ineligible for nomination.

Election will be conducted by secret ballot on December 1, 2022, at our Branch hall, 3003 W. Cypress Street, Tampa FL 33609. The polls will be open 2:00–7:30 PM. Any member who is in line at 7:30 PM will be allowed to vote.

Any member who for any reason will be unable to vote on December 1, may vote by absentee ballot. Requests for absentee ballots should be made by telephoning the Branch office at 813.875.0599 [7:30 AM -4 PM] beginning November 4 through November 18, 2022.

Branch 599
serving
Brandon
Plant City
Sun City
Tampa

Branch 599 Meeting

Thursday
October 6
7:30 PM

Official Notice

of Nominations & Election of Delegates to the 2023 Florida State Association of Letter Carriers Convention

Nominations for delegates to the 2023 Florida State Association of Letter Carriers Convention in Naples FL will be taken at *regular Branch meetings* on October 6 and November 3, 2022; election on December 1, 2022, if necessary. Regular Branch Meetings are held at our Branch Hall, 3003 W. Cypress Street, Tampa FL 33609, at 7:30 PM.

2023 FSALC Convention will be held at the Naples Grand Hotel – August 24-26, 2023

Members must be present to accept nominations or have a written notice on file prior to the time and the presiding officer declares nominations closed. Any member having applied for, or served as a supervisor within the last two years, including detail to an acting supervisory position, is ineligible for nomination. In the event the number of nominations exceed the number of delegates allowed to the Branch, an election will be conducted with the results announced at the regular branch meeting in December.

Branch 599 Office

3003 W Cypress Street Tampa FL 33609-1617 813.875.0599 Fax 813.870.0599 www.nalc599.com

Tony Diaz
President
tony_diaz599@verizon.net
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Monday – Friday

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Tampa Letter Carrier

Tony Diaz Publisher

Phyllis R. Thomas Editor editor.nalc599@gmail.com

> Branch 599 Office 813.875.0599

National Association of
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in this publication are those of the
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reflect the opinions of Branch 599,
NALC. It is the policy of this
publication that all articles
submitted for print must
be signed by the writer.

Please submit any and all articles to be published in the Tampa Letter Carrier to the Editor via email at editor.nalc599@gmail.com and also to the Branch Office at nalc599@verizon.net no later than the 5th of each month in order for us to meet our time limits to the publisher.

Officers

Position	Officer	Phone	Email		
President	Tony Diaz	813.875.0599	tony_diaz599@verizon.net		
	cell 813.598.9635				
Vice President	Brian Obst	727.458.0679	erif_lor@hotmail.com		
Recording Secretary	Michael Brink	813.875.0599	nalc599@verizon.net		
Financial Secretary	Alan Peacock	813.892.9378	apeacock.nalc@verizon.net		
Treasurer	John Gebo	813.503.1256	jjg7d7@aol.com		
Sergeant-at-Arms	Michael Williams	813.541.8327	mwilliams4215@gmail.com		
MBA/NSBA	Michael Anderson	813.967.1615	mikey020@msn.com		
Health Benefit Rep.	Detlev Aeppel	813.505.7914	dcaeppel@aol.com		
Director of Retirees	Alan Robinson	813.843.9762	arob715@gmail.com		
Trustees	Lori McMillion, Ch.	813.263.7101	lorraine.mcmillion@gmail.com		
	José Oliva	813.299.8442	joliva1938@gmail.com		
	Jim Good	813.417.8877	jgood1206@gmail.com		
Labor Management	Michael Smith	813.326.0717	mosmith46@gmail.com		
	Clement Cheung	813.758.5910	ccheung@tampabay.rr.com		
Presidents Emeritus	Garland Tickle • Orbe Andux • Donald Thomas Michael Anderson • James Good • Alan Peacock				

Shop Stewards

Station	ZIP	Steward	Station No.	Steward's No.
Tampa Stations/Branc	727.458.0679			
Brandon	33510/11	Osceola Williams Sr.	813.661.1636	210.445.1369
Brandon	33510/11		813.661.1636	
Carrollwood	33618	Tina Bausch	813.961.2962	813.892.2282
Commerce	33602	Cynthia Williams	813.242.4507	813.778.4373
Forest Hills	33612	JR Sanchez	813.935.2954	773.849.6229
Forest Hills Annex	33613		813.935.2954	
Hilldale	33614		813.879.4309	
Hilldale Annex	33634		813.879.4309	
Interbay/Port Tampa	33611/16	Victoria Reeder	813.831.2034	813.525.1685
Interbay/Peninsula	33629		813.831.2034	
Palm River Annex	33619	Pam Benton	813.663.0048	813.475.0753
Plant City	33564		813.719.6793	
Produce	33610	Matt Rodkey	813.239.4084	813.562.8744
Ruskin/Sun City Ctr	33570	Cherry Berry	813.634.1403	585.230.0266
Seminole Heights	33603	Michael Smith	813.237.4569	813.326.0717
Sulphur Springs	33604	J.D. Lewers	813.237.4569	813.528.5519
TCA/Hyde Park	33606		813.873.7189	
TCA/Peninsula	33609		813.873.7189	
TCA/West Tampa	33607		813.873.7189	
Temple Terrace	33617	Mike Cipriano	813.988.0152	401.787.1510
Town 'N Country	33615/35		813.884.0973	
Ybor City	33605	Maurice Rice	813.242.4507	813.334.3189

Around The Horn from the President's Desk

Brothers and Sisters,

With every National Convention, in the exhibit area, there is a booth set up for the Great Strike of 1970. I walk into that booth every Convention and it is still inspiring and humbling to see what our union members sacrificed. The unknown was powerful; they faced possible imprisonment, possible loss of jobs, and the possibility of no paycheck for an undetermined amount of time.

I decided to bring out a past article on that great strike, at a time when our largest COLA was released for all of us to enjoy.

The Great Strike of 1970

Our wages, benefits, and collective bargaining that we benefit from and utilize today are a direct result of the strike of 1970. As 2020 arrived, we celebrated the 50-year anniversary of the strike that brought the nation to a halt and solidified the NALC.

The U.S. Postal Strike of 1970 was an eight-day strike by federal postal workers in March 1970. The strike began in New York City and spread to some other cities in the following two weeks. This strike against the federal government, regarded as illegal, was the largest wildcat strike in U.S. history. President Richard Nixon called out the United States armed forces and the National Guard in an attempt to distribute the mail and break the strike. At the time, postal workers were not permitted by law to engage in collective bargaining. Striking postal workers felt wages were very low, benefits poor and working conditions

unhealthy and unsafe. APWU President Moe Biller described Manhattan (New York City) post offices as like "dungeons," dirty, stifling, too hot in summer, and too cold in winter. The U.S. Post Office Department's management was outdated and, according to workers, haphazard. Postal unions lobbying of Congress to obtain higher pay and better working conditions had proven fruitless. An immediate trigger for the strike was a Congressional decision to raise the wages of postal workers by only 4%, at the same time as Congress raised its own pay by 41%. The post office was home to many Black workers, and this population increased as whites left postal work in the 1950s and '60s for better jobs. Postal workers in general were upset about the low wages and poor conditions.

On March 17, 1970, in New York City, members of National Association of Letter Carriers (NALC) Branch 36 met in Manhattan and voted to strike, by a vote of 1,555 to 1,055. Picketing began just after midnight on March 18. Even as NALC President James Rademacher urged his membership to return to work, the wild-cat strike spread across the nation. This was a mass action where rank and file leaders emerged like Manhattan letter carrier Vincent Sombrotto, who would go on to be elected first a branch president and then the long-time national president of the NALC. More than 210,000 United States Post Office Department workers were eventually involved across the nation, although initially the strike affected only workers in New York

City. President
Nixon appeared on
national television
and ordered the
employees back to
work, but his address only stiffened
the resolve of the



Tony Diaz President Branch 599

existing strikers and angered workers in another 671 locations in other cities into walking out as well.

Workers in other government agencies also announced they would strike if Nixon pursued legal action against the postal employees. The strike crippled the nation's mail system. The stock market fell due to the strike's effect on trading volume. Some feared that the stock market would have to close entirely. Nixon spoke to the nation again on March 23, asking the workers to go back to their jobs and announcing that he would deploy the National Guard to deliver mail in New York. This announcement was accompanied by Proclamation 3972, which declared a national emergency. Nixon then ordered 24,000 military personnel forces to begin distributing the mail. Operation Graphic Hand had at its peak more than 18,500 military personnel assigned to 17 New York post offices, from regular Army, National Guard, Army Reserve, Air National Guard and Navy, Air Force, and Marine Corps Reserve. This was not very effective and the Post Office Department figured out it needed postal workers. The Nixon administration began to negotiate with postal union leaders. Within one day,

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Sanchez, Obst, and Arcangeli Retired!





President Diaz presented Barbara Sanchez [TCA], Vice President Brian Obst [Town 'N Country], and Tammy Arcangeli [Town 'N Country] with their retirement pin and gratuity at our September meeting.

Around The Horn from The President's Desk

(Continued from page 3)

they reached a preliminary agreement and the postal workers went back on the job. The strike ended after eight days with not a single worker being fired. After a final agreement was hammered out a month later, the postal workers won a 6% wage increase—and that summer, President Nixon signed the Postal Reorganization Act that gave the postal workers an additional 8% raise. The postal strike influenced the passage and signing of the Postal Reorganization Act of 1970. Effective July 1, 1971, the U.S. Post Office Department became the U.S. Postal Service, an independent establishment of the executive branch. The four major postal unions (National Association of Letter Carriers. American Postal Workers Union, National Postal Mail Handlers Union, and the National Rural Letter Carriers Association) won full collective bargaining rights:

the right to negotiate on wages, benefits and working conditions, although they still were not allowed the right to strike.

-Nalc.org, Wikipedia, and research on 1970 Great Strike history

The U.S. Postal Strike of 1970 is a big part of the history of the NALC, never to be forgotten. As previously mentioned, striking carriers put their careers and livelihoods on the line not knowing the consequences. Their courage and strength will be felt for generations, we should all be grateful.

Quick Hits:

Information you should know Hold downs: Know your rights
Lately there have been issues with CCAs being awarded hold downs.
For one reason or another, and I have heard every excuse imaginable, there have been delays. Mainly from CCAs not knowing their contractual rights. When an assignment is tempo-

rarily vacant for five days or more (because the regular letter carrier is on vacation or ill, or the assignment temporarily has no regular letter carrier assigned, etc.), letter carriers may exercise the right to opt to work (or hold-down) that assignment for the duration of the temporary vacancy. CCAs must wait 60 calendar days from the date of appointment as a CCA. Once the CCA has met this requirement there is no additional waiting period for applying for/being awarded a hold down when the employee is converted to career. The beginning of a hold down does not need to wait until a Saturday, or wait since the schedule was posted already. Remember, a vacancy of 5 days or more. Please notify your steward or call our Branch office with any questions.

Look forward to talking to you again on the next *Around The Horn*

Unionism — Stewards — The Danger of Playing Favorites

Hello again faithful readers. This month's column will reference the *Dangers of Playing Favorites* and *Ways to Know You are in Trouble as a Steward.* Let us look at the Dangers of Playing Favorites first.

So, you have just been elected as your station's shop steward...what has changed? First is that you will have more input into your job and issues in the workplace. Second you are now tasked with looking out for the interests of all the carriers at your station. This is a big responsibility and it is easy to get sidetracked if you are not careful.

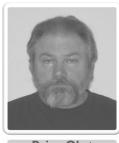
Let's look at your buddy, Bob, who has a grievance issue that you are trying to help with. Bob is your friend, so you really put everything you have into the grievance trying to be successful for your friend. Understand there is nothing wrong with this... yet. Tomorrow a carrier that you don't really like, Frank, comes up to you with a grievance issue and you say sure you'll look into it for him and then you simply put it on the back burner and forget about it or just go through the motions because you don't really like Frank. This is where it becomes a problem. It's like the time when your other friend Bill wants to work only 2 hours on his SDO, so he asks you to look the other way and you do. This is wrong because you represent the contract, and this violation affects the other carriers not just your friend.

As a representative of the carriers, it is your responsibility to look out for *all* the carriers, not just the ones you are friends with. Playing favorites will

cause your downfall as a steward and hurt the Union as a whole. Here are four bad repercussions of favoritism that will come back to haunt you, should you fall into the trap of playing favorites.

- 1. It is inconsistent with the concept of the union. Unions are about fairness and equal opportunity for everyone. Live by this principle every day, it is simply the right thing to do. If you fail to live up to this standard the Union loses credibility and gets weaker as a result.
- 2. It alienates the membership. It is the job of the Union to demonstrate daily that the Union is all of us and not some separate bureaucracy. If the membership sees that some are given preferential treatment, they will simply conclude that they are not really a part of the Union.
- It plays into the employer's hand.
 Management is always looking for ways to weaken the Union and treating preferentially provides a divide in the membership that management will exploit to weaken the Union.
- 4. It is an invitation to meet lawyers in court. The law requires stewards to carry out their duties competently, fairly, and impartially even if particular members (and even nonmembers) end up unhappy. Making decisions on which grievances to pursue based on your personal feelings towards the potential grievant is an invitation for the unhappy worker to file a duty of fair representation legal action against you and the Union.

To help prevent these issues from occurring, always examine potential situations to ensure that you



Brian Obst Vice President Branch 599

are not acting improperly. If you have concerns that you might not be able to properly represent an individual, then get assistance from your fellow Union officers and stewards so as to ensure that it doesn't happen to you.

Now let us look at some of the signs that you may be in trouble as a steward. Part of being a steward is not only representing the membership, but it is also looking ahead and trying to anticipate potential problems and issues and trying to prevent them from becoming problems. As stewards we are always reassessing ourselves and the job we are doing. The following things should set off a red light to warn you that you have a potential problem that needs to be addressed:

- 1. Members don't come to you with their problems. If the people you represent don't think that you are available and willing to help, they will stop bringing problems to you. Yes, not all problems they bring are legitimate grievances, but your job is to be available to help and sometimes that just means being able to listen and explain things to the individual members. Remember to keep them informed on victories and issues involving them as often as you can.
- 2. Members seek help from other

NOTICE - Meetings are subject to change due to any upsurges of COVID.

Shop Stewards	Tuesday	October 4 November 1	7:00 PM 7:00 PM
Executive Board	Thursday	October 6 November 3	6:30 PM 6:30 PM
Branch 599	Thursday	October 6 November 3	7:30 PM 7:30 PM
Retirees Breakfast – Tampa Denny's Restaurant at D	Monday ale Mabry & Spruce	October 3 • 2004 N Dale Mabry	9:00 AM Highway
Retirees Breakfast – Temple Terrace Bob Evans Restaurant of	Tuesday f Fletcher • 12272 M		10:00 AM

Unionism — Stewards — The Danger of Playing Favorites

(Continued from page 5)

stewards. When you are a new steward this happens more often, but as you develop, the members should be coming to you in your station. If the members stop coming to you it is a sign that they don't feel you are available to them or they don't trust you with the issue. If this is happening you need to find out why and address the areas of concern to get better because if your members refuse to come to you, you lose your value as a steward.

- 3. Management refuses to meet with you. You need to develop a working relationship with management and show them that you represent the members with integrity and knowledge. They may not really like you, but they will find you are a force to be reckoned with and they will develop respect for you and your ability.
- 4. Members and Management make private deals without your or the Union's involvement. This is one of many ways that management tries to undermine the Union and

- these deals frequently violate the contract. The members need to understand that you are here to represent and protect them from management and this will stop those types of deals.
- 5. You never win a grievance. While we all expect to lose some grievances, you should never lose them all. This shows a lack of education on your part as a steward. If you consistently lose, maybe it is your approach or simply a lack of knowledge. If this is the case, GET **SOME HELP.** Your other stewards and Branch officers are here to help and sometimes an outside eye will show you some angle you could use to help. Remember, the members are watching and if you can't win they will look elsewhere if they have grievance issues.
- 6. You miss Branch meetings. As an activist for the Union, it is important that you set the example. How can you stay up to speed with issues affecting the membership if you won't go to the meetings? How can you ask your members to go if you won't? Be a

leader, set the example.

These are some of the more obvious issues that you should be on the lookout for as a steward to ensure that you are doing your job properly. I have said it before and I can't overemphasize it enough – If you are having problems, GET SOME HELP. We all want you to succeed and that is why we make ourselves available. Remember this is not rhetoric, if I didn't want you to call me, I wouldn't post my phone number.

The information used to create this article comes from *The Union*Steward's Complete Guide 2nd Edition edited by David Prosten. This text is highly recommended for all stewards as a complete resource for the job of shop steward and is so highly thought of that it is provided to the attendees of the NALC Leadership Academy in Washington, D.C.

As always I'll leave you with – Knowledge is the Key.

Brian Obst Vice President

Proposed Bylaw Change

ARTICLE VI Duties of Officers Duties of the President Section 1

Currently reads as follows:

(B) He/She shall, together with the treasurer, sign and file with the Secretary of Labor on behalf of the Branch, an annual Finance Report if required by public law. The filing of such reports will be required unless the Branch has received express notification from the National Association that it is exempt from such requirement. He/she shall by virtue of his/her office is the Chief Steward of the Branch and he/she may delegate such authority to other members. The President shall have the authority to call the Vice-President into the Branch office no more than twenty-four (24) hours a week to assist in office duties. Vice-President when he/she is called in will be compensated at the hourly rate of top letter carrier pay of CC Grade 2 – Step 0 and all wage increases and cost of living increases with the same percentage given Letter Carriers. These hours can be scheduled at the convenience of the Vice-President with concurrence by the President.

Proposed to read as follows:

(B) He/She shall, together with the treasurer, sign and file with the Secretary of Labor on behalf of the Branch, an annual Finance Report if required by public law. The filing of such reports will be required unless the Branch has received express notification from the National Association that it is exempt from such requirement. He/she shall by virtue of his/her office is the Chief Steward of the Branch and he/she may delegate such authority to other members.

Bylaw proposal signed by: Brian Obst, Mike Brink, Detlev Aeppel, and Michael Anderson

Sharing Our Members' Joys and Sorrows

Our deepest sympathy and prayerful support is extended to Seymour JR Eldridge [retiree] and family at the passing of his sister, Carolyn Davis, August 24.

Please Support Our Golf Tournament!

You can help our tournament set a new record this year by donating raffle items, sponsoring a hole, and/or joining us as a golfer. You can pool funds with coworkers, friends, or family to be sponsors; see the brochure on page 7 of this newsletter. If you are a continuing sponsor, we would like to thank you for your ongoing support.

Each year we have a very special guest, Ardin Fisher. He and his family have attended our tournament for the past 6 years. Ardin was diagnosed with Muscular Dystrophy 8 years ago. This young man has been an inspiration to all of us. Please help us *Deliver the Cure* for all kids, like Ardin, whose lives have been affected by this horrible disease.

For more information, you can contact Tournament Chair, Alan Robinson. Thank you for whatever way you can help us support the Muscular Dystrophy Association!

Sponsored by NALC Branch 599

9th Annual MDA

Charity Golf Tournament



THE CLUB AT CHEVAL
4312 CHEVAL BLVD
LUTZ, FL 33558



December 11th, 2022 8:00 AM SHOTGUN START
575 PER PERSON

PLAYER REGISTRATION INCLUDES:

Round of Golf | Range Balls | Catered Lunch

OPTIONAL PUTTING CONTEST

Contact

- **L** Alan Robinson 813-843-9762
- *L Tony Diaz* 813-598-9635
 - *Office* 813-875-0599
- ✓ NALC599@verizon.net



Sponsorship

Application Form DUE BY NOVEMBER 18,2022 BUSINESS NAME INDIVIDUAL NAME ADDRESS PHONE EMAIL MESSAGE ON SIGN SELECT YOUR SPONSORSHIP PACKAGE: 9100 HOLE SPONSOR 9200 LONG DRIVE 9200 CLOSEST TO PIN 9200 PUTTING CONTEST 9500 TEAM SPONSOR 91000 SILVER SPONSOR 91000 SILVER SPONSOR 91000 SILVER SPONSOR 91000 SOLD SPONSOR

Make checks payable to: NALC Branch 599 MDA $\!\!/$ 3003 W. Cypress St. Tampa, FL 33609

Players Registration Form Due by NOVEMBER 18, 2022

GOLFER 1

GOLFER 2

GOLFER 3

GOLFER 4

MDA Federal ID # 13-1665552

Make checks payable to: NALC Branch 599 MDA / 3003 W. Cypress St. Tampa, FL 33609



What Do I Do If I Get Hurt On The Job?

Getting hurt on the job is a regular occurrence if you are a Federal Employee. The challenging nature of the duties and responsibilities places employees in difficult working conditions daily. Getting hurt on the job and receiving treatment should not require the same difficulty. When a Federal Employee gets injured on the job there are few options and even less qualified Physicians to help navigate those options. 4FED-HURT and D.O.L. Injury Centers along with our team of federal injury specialists are here to help navigate the claims process while the claimant receives treatment. So, what does a Federal Employee do If they get hurt on the Job?

A Traumatic Injury (CA-1) is an injury that occurs on one day that presents as a singular event. An Occupational Disease (CA-2) is an injury that takes place over several days or months.

If you are injured, here are some very simple steps to follow.

- Notify Your Supervisor Immediately.
- File a CA-1 and CA-16 for a Traumatic Injury.
- File a CA-2 for an Occupational Disease.
- Write your Personal Statement describing the injury. Be specific.
- Call 833-433-3487 to speak with a 4FED-HURT injury Specialist.

Our team of Physicians and injury care specialists work for you, not OWCP. We will see you without an approved claim and provide OWCP with all the necessary documentation to get your claim approved the first time. We have 12 locations throughout the state of Florida ready to start your case immediately.



North Florida

Tallahassee

- 2743 Capital Circle #106 Tallahassee, Florida 32308 Jacksonville
- 6216 Sauterne Dr. Jacksonville, FL 32210 Daytona / Ormond Beach
- 305 Clyde Morris Blvd. Suite 220 👂 500 N Semoran Blvd Suite 101 Ormond Beach, Florida 32174

Central Florida

Orlando / Altamonte Springs

- 482 E Altamonte Dr. Suite 1006 Altamonte Springs, FL 32701
 - Orlando / Sanford
- 241 Bellagio Circle Sanford, Florida 32771 Orlando / Airport
- Orlando, FL 32807 Tampa / Palm Harbor
- 33143 US Hwy 19 N Palm Harbor, FL 34684 Tampa / Temple Terrace
- Bush Gardens 9780 N 56th St Suite A. Temple Terrace, FL 33617

South Florida

- Fort Myers / Cape Coral
- 11621 S. Cleveland Ave #50 Cape Coral, Florida 33907
 - Fort Myers / Cape Coral
- 706 SW Pine Island Rd. Suite 105 Cape Coral, Florida 33991 Lake Worth / Palm Springs
- 3003 S Congress Ave # 2F Lake Worth, FI 33461 Fort Lauderdale / Davie
- 2240 SW 70 Avenue Suite D. Davie, FL 33317



Are you a federal employee injured while on the job? Call our office 🗞 833-433-3487



Addressing OWCP issues...let's get it right

There have been many articles in our newsletter over the years regarding on-the-job injuries. These are regularly asked questions you need to know:

- 1. What do I do first?
- 2. Who do I notify?
- 3. What paperwork do I need?
- 4. Who will help me through this?

Correcting OWCP issues are time consuming, frustrating, and if not corrected can delay medical treatment that could cause more severe prolonged injuries. So how do you avoid these issues? How do you get it right?

The answers to the above questions should help the process.

- 1. Report the accident immediately, explain exactly what happened, with a time and place (address).
- 2. Your supervisor or manager, and if you cannot reach anyone, your steward or our Branch office. It is important to notify someone.
- 3. The forms needed are, CA-1, CA-16, and CA-17, know your forms, ask questions, and do not rely on management to submit your forms without verification.
- 4. Your supervisor and/or manager should assist you, however, this is not always the case. Do not allow management to delay downloading your forms and filling them out; this is critical to you case.

Other tips:

- 1. It is critical to make copies of everything; more times than not, paperwork is lost. It is difficult to re-create your paperwork.
- 2. Write a detailed, thorough, complete, and legible statement. Some important information to consider, if applicable: the time, the place, the conditions, the surface(s), any contributing factors, possible witnesses, and any hazards.

On the Job Injury - Forms needed, simple math,

CA-1 + CA-16 = CA-17

CA-16 must be signed by management,

Authorization for Examination and/or treatment.

Any questions...call the Branch office; ask for Tony Diaz, 813.875.0599.



A.R. Tony Huerta Branch 599

National Association of Letter Carriers 3003 W Cypress Street Tampa FL 33609-1617

813.875.0599 • Fax 813.870.0599 www.nalc599.com

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