

# Letter Carrier's Review

An Official Publication of NALC Branch 210

Spring

Together we are Strong

2021



## New National Agreement

September 19, 2019 – May 20, 2023



By now you have all heard we have a new National Agreement which was ratified by our members on March 8, 2021. 60,111 members voted to ratify and 3,341 voted against it. This was 94% in favor of ratification of those that voted, showing overwhelming support of this contract.

The following is a brief breakdown of the provisions of the new contract.

### Pay raises

All letter carriers will receive 4 contractual pay raises over the life of the contract. In November of 2019 1.1% paid retroactively, November 2020 1.1% paid retroactively, 1.3% November 2021 and 1.3% November 2022. Also in November 2022 there will be an additional pay step added which is \$444. Career carriers will also be eligible for 2 Cost of Living (COLA) raises each year. We already have 3 COLA's earned which are \$166, \$188 and \$416 which will all be paid retroactively. COLA's are paid proportionally to your pay step so the amount listed is for a top step carrier.

CCA's are not eligible for cost of living raises, instead CCA employees will receive an additional 1% contractual raise in November of each year, so a CCA will receive a 2.1% retro to November 2019, 2.1% retro to November 2020, a 2.3% November 2021 and 2.3% November 2022.



Continued on page 3

## National Association of Letter Carriers Branch 210

The Branch Union Hall is located at  
2491 Brighton Henrietta Townline Rd.  
Rochester New York

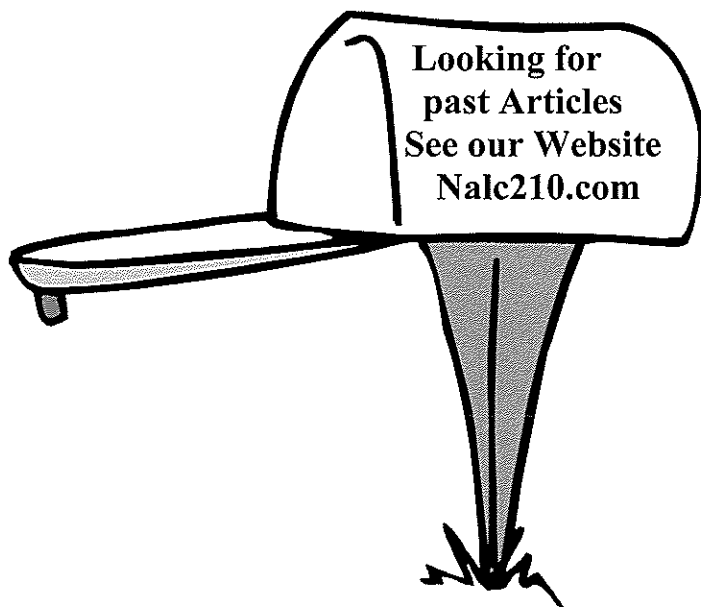
14623

and can be reached at (585) 427-2450

or

[www.NALC210.com](http://www.NALC210.com)

Branch 210 Meetings: 1<sup>st</sup> Wednesday of every month @ IBEW Hall  
2300 East River Rd. Rochester, NY 14623



*The Letter Carriers Review is a quarterly newsletter published by NALC Branch 210. Opinions expressed in this publication are those of the writers, and not necessarily the official view of the Branch Officers. The editor has written articles without a by-line. The editor reserves the right to edit or reject any material received for publication. Branch 210 members are invited to submit material to: Michael Masters, Editor, Letter Carrier's Review, 223 Winfield Rd. Rochester, NY 14622, or e-mail me at [mjmnalc210@yahoo.com](mailto:mjmnalc210@yahoo.com).*

**EDITOR**

*Michael J. Masters*

## National Association of Letter Carriers

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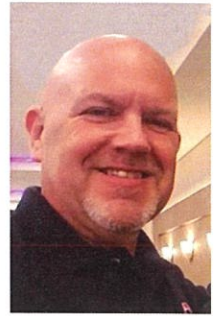
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FROM THE DESK OF THE  
PRESIDENT  
KENNETH A. MONTGOMERY



## New Contract Continued

CCA's also continue to receive a step increase of 50 cents after their 1-year break in service.

### CCA conversion

City Carrier Assistants have gained a provision that no other craft has. CCA's will not serve more than 24 months as a CCA. If a CCA does not get converted to career within 24 months in their current installation they will be converted to career Part time Flexible (PTF) with 2 pay periods of their return from their 2<sup>nd</sup> break. PTF's are career employees that earn vacation and sick leave, have access to career health and life insurance, earn time towards retirement along with matching Thrift Savings Plan (similar to a 401k) funds they are paid higher salary and earn regular pay step increases.

### Health Insurance

Health insurance premiums for career employees will not change until 2022 plan year where the employee will pay 1% more for your plan. You currently pay 27% of the national average plan that will go to 28% next year and remain at 28% through the end of contract. For CCA's beginning in 2022 the Postal Service will pay 75% of the CCA plan for all three options, Self, Self+1 and family. This is an increase in Postal funding for self-coverage and for those with less than 1 year service.

### MSP Scans

By May 8 (60 days from ratification) management will remove all MSP street scans and will no longer require street scans of MSP bar codes. This does NOT change the requirement to scan the office scans.

### Holiday Work

Career carriers who volunteer or are forced to work their holiday will now have the option of receiving 8 hours holiday pay in addition to the pay for working or receive 8 hours additional Annual Leave to use later in lieu of the holiday pay. You will still be paid for hours worked. This provision also applies to CCA's and it would be for the number of hours they receive for holidays subject to their office size. Rochester would be 8 hours all other offices would be 6 hours. This provision begins with the July 4, 2021 holiday.

### Uniforms

Uniform allowance will increase for all carriers May 21, 2021 +\$23 to \$487 and +\$12 to \$499 May 21, 2022.

## Legislation

There are several pieces of legislation that we are working on getting congress to pass.

H.Res 47 Expressing the Sense of the House of Representatives that the USPS is not subject to Privatization.

HR 82 Social Security Fairness Act-Eliminate GPO and WEP...

H.Res 108 Expressing the Sense of the House that the dedicated USPS employees are frontline essential workers, and must be prioritized accordingly for the purpose of Covid 19 vaccinations...

H.Res 109 Expresses the Sense of the House for Door Delivery for all business and residential customers.

H.Res 114 Expresses the Sense of the House for 6 Day Delivery...

H Res 119 Expresses the Sense of the House for restoring Service Standards to 2012 levels.

HR 695 Repeals the mandated Pre-funding of Retiree Health Benefits.

## FROM THE DESK OF THE VICE PRESIDENT

~ MONIQUE MATE



Here we are one year later since the pandemic and though COVID-19 is still prevalent, we are seeing a tiny light at the end of a very long tunnel. Little by little we are returning to the "norm". For the Post Office, this means the return of certain initiatives that have been on hold. In the fall issue we spoke of route inspections both full and special, being canceled and the numerous Article 8 overtime and bumping violations. The following is the current update:

### ROUTE INSPECTIONS

This past February it was determined by both management and the NALC, the moratorium on route inspections would be lifted. Therefore, any special inspections that were pending from 2020, have either been scheduled or have already been completed.

Those active carriers who believe their bid route is over eight (8) hours and would like a special inspection, do not hesitate to request one from your supervisor. When doing so, make your request in writing, date it, and make two additional copies. The original goes to USPS, the other two are for you and your steward. The USPS will review your request and will seek if your route meets the requirements. To warrant a special inspection as per the Handbook M-39 271.G the following is required:

***If over any 6 consecutive week period (where work performance is otherwise satisfactory) a route shows over 30 minutes of overtime or auxiliary assistance on each of 3 days or more in each week during this period, the regular carrier assigned to such route shall, upon request, receive a special mail count and inspection to be completed within 4 weeks of the request. (Excluding December)***

As for full station inspections, except for Webster, management has yet to schedule any. In Webster's case they are involved in a National Pilot Program. This pilot program resembles the old JRAP process and those of you who have been with the Postal Service prior to 2013, may remember how this process works. They are currently at the beginning stages but when we receive more information and/or the outcome, we will update all the Branch members.

### ARTICLE 8 OVERTIME/BUMPING VIOLATIONS

Improper bumping violations seem to be slowing down but nevertheless are still occurring. As for the remedy, we are still currently requesting \$200.00 (in Rochester) to be paid to the carrier who was bumped and a cease and desist of the violation. We are keeping close eye on them and if they begin to accelerate, the Branch will be requesting an increase to the current monetary remedy.

As for the pending bypassed/forcing overtime violations in the Rochester Installation, we were scheduled for arbitration, but President Montgomery was able to negotiate a Pre-Arb settlement that entails not only a cease-and-desist order, but an increase in the current monetary remedy. Prior to July 2020, those who were bypassed for overtime were receiving 200% and those who were being forced to work overtime were receiving 250% **The settlement agreement was increased 100% for both the bypassed and forced.** Therefore, all the outstanding grievances, which is close to 200 cases, the **bypassed carriers will be paid at 300%** and the **forced carriers will be paid at 350%**. We are currently providing the USPS the names and EINSs so they can be processed. The Branch will continue to update their status and will get that information to the stewards when we are notified.

On whole different subject, I would like to make a small suggestion to our active members. Since we are receiving a raise and some back pay, this would be a great time to think about increasing your current TSP contributions. If you raise your contributions a mere 1%, you will still see an increase in your paycheck and add to your future retirement. Also, something for all our members (retirees and active) to think about, is updating your current beneficiaries. The following forms are: **FEGLI -Form 2823, FERs -Form 3102, CSRs - Form 2808, and TSP - Form TSP- 3.**

In conclusion, I would like again to thank all Branch 210 members. It has not been an easy year but as the face of the USPS, let me once again say and what you may not hear very often, **Thank You and job well done!** Be safe and hope to see everyone at our annual MDA Golf Tournament on Sunday May 23, 2021, Victor Hills Country Club.



## INSURANCE REPORT

Director of Insurance, Michael Masters

585-278-7241

mjmnalc210@yahoo.com



The Spring weather is seeming to make its way to Rochester, and I'm sure I speak for all of us when I say it's about time! I know I'm looking forward to the warmer months. Vaccinations are abundant and Covid-19 numbers are on the downward slope. In my opinion, we should still be vigilant for now, and continue with some of the best practices that doctors and scientist recommend (masks, social distance, and vaccination). It's understandable we are all sick of it, but let's hope people are responsible and do the right thing for their fellow citizens.

NALC High Option Plan members who would like an idea of what certain services will cost are in luck: Cigna has a new portal with the estimated information. The Cigna Care & Cost directory is available to high option members at no extra cost.

To access and use this tool, login or register at [nalc.yourcareallies.com](http://nalc.yourcareallies.com); then click *Find Care and Cost*; then on the pop-up window click on "*access the Cigna Care and Cost Directory, powered by Castlight*" under the search for a medical physician or facility header. Follow from there and you can explore different cost of services you may need. For example, you could find that an x-ray of your lower back will cost between \$27 - \$60 at most facilities. These costs do not consider if your deductible is paid. This is a useful tool for getting an estimate of possible upcoming costs not covered by a copay, or subject to the deductible.

This year the Plan also rolled out its Wellness Incentive Program. Some Plan members already have, and some will soon receive a debit card from TASC. After completion of one or more of the wellness programs, screenings, or preventive services, a monetary reward will be loaded onto the card. The money earned can be used on eligible medical expenses not covered by the insurance plan; much like a flexible spending account (FSA). Some examples of products and services you can spend the money include, but are not limited to:

- Dental treatments
- Eyeglasses
- Multiple over-the-counter drugs

The next page contains the certain programs, screenings and preventative services you will need to complete, along with the dollar amount you will receive. The page which follows that, lists some frequently asked questions and answers regarding the TASC card.

I hope all of you have a chance to get outside and enjoy yourselves as we move into Spring and Summer. With that being said, please do so responsibly and follow the guidelines set forth by the medical professionals. Remember, it's not just about you, it's about protecting those in our community. Stay safe and healthy my brothers and sisters!

***For more NALC Health Benefit Plan information visit: [www.nalchbp.org](http://www.nalchbp.org)***

## NEW for 2021

# NALC Health Benefit Plan Wellness Incentive Program for High Option Members

Beginning January 1, 2021, you and your eligible family members age 18 and older can earn valuable health savings rewards by participating in several wellness incentive programs. Very soon, each eligible member on your policy will receive a debit card from TASC. After completion of one or more of the wellness programs, screenings, or preventive services listed below, the corresponding monetary reward will be loaded to your card. The money you earn can be used on eligible medical expenses not covered by your insurance plan. Eligible expenses are defined by Section 213 (d) of the Internal Revenue Code. A description of each activity can be found in our 2021 Plan brochure or on our website.



Your Health First Disease Management Program - \$50

Healthy Pregnancies, Healthy Babies® - \$50

Quit for Life® Tobacco Cessation Program - \$50

Annual biometric screening - \$50

Health Assessment - \$30

Annual influenza vaccine - \$10

Annual pneumococcal vaccine - \$10



## Frequently Asked Questions about our Wellness Incentives

**1. How long does it take after completing an activity before the money is available for use on my TASC debit card?**

A: It may take up to two weeks after the wellness activity is completed before the reward amount is loaded to your card. For the biometric screening, pneumococcal vaccine, and the flu vaccine, the Plan must receive a bill or statement verifying that you had the services.

**2. Will I get a new card each year?**

A: No. Please keep the TASC card you receive for future use while you are enrolled in one of the NALC Health Benefit Plans.



**3. Can I keep the money if I am no longer a NALC Health Benefit Plan member?**

A: Any monetary rewards you earn while a member of the NALC Health Benefit Plan are available for use up to 30 days after disenrollment.

**4. Can I participate if I have Medicare?**

A: Yes. All members age 18 and older are eligible to participate in the incentive programs, whether or not they are Medicare primary. Keep in mind that the Plan must receive a statement or bill showing you received a biometric screening, pneumococcal vaccine or a flu vaccine. These services are often paid at 100% by Medicare and no bill is sent to the Plan.

**5. What types of items can be purchased with my health savings dollars?**

A: Like a flexible spending account or FSA, funds can be used to purchase medical items or services not covered by your health insurance. Examples include dental treatment, eye glasses, and over the counter medication. The complete list can be found on our website.

**6. Can I earn more than one reward?**

A: You can earn health savings rewards for all wellness incentives that you qualify for. You may not qualify for all programs. However, you are only eligible to receive one (1) reward amount per person, per program or wellness activity, per calendar year.

**7. How can I check the balance of available funds on my card?**

A: You can contact TASC by phone at 800-422-4661 or visit their website, [www.tasconline.com](http://www.tasconline.com).

**8. Where can I get additional information on the wellness programs and incentives?**

A: You can visit the NALC Health Benefit Plan website at [www.nalchbp.org](http://www.nalchbp.org) where you will find links to our Wellness Incentives page and the list of eligible medical expenses. You may also call our Customer Service Department at 888-636-6252, M-F 8:00 AM to 3:30 PM EST.

# Employee Assistance Program

Jill Morris, EAP Coordinator

On February 19th, Ann Pacher and I attended our quarterly EAP meeting. We discussed the effects COVID-19 has had on all of us. The past year has affected us in many ways and not just having to wear a mask and social distance. It has affected our home and work lives, as well as our relationships. It has taken family members and friends, and we have dealt with loneliness and isolation. As carriers, we have dealt with the unknown as we complete our appointed rounds. Facing the public, being out in the world while everyone else is in lockdown and working side by side with fellow carriers when we should be physically distancing; the list is endless.

A constant topic at our quarterly meetings is "How do we get the word out to our sisters and brothers about EAP?" Within the next couple months, you can expect to see a mailing we will be sending to you. The mailing will have information that will be helpful, but what about right now? The EAP website is here, right now, 24/7. It is full of information, tools, guidance and contact information for you. I would encourage you to visit the EAP site, [usps.ndbh.com](http://usps.ndbh.com). You may not feel like you need to, that's okay, but go anyway, just to check it out. You may find some information that could help a friend at work, or maybe a family member. The "EAP Services" tab contains information about Counseling, Coaching, EAP Benefits, CRITICAL Incident Response, Childcare, Eldercare, and that's just in the first tab! The other tabs are Suicide Prevention, Veterans and Military, Substance Abuse and Monthly Focus. Each of these will lead to more specific information. Most of us think 'I don't need EAP', well, maybe YOU don't, but...by being aware of the myriad of information on the site could benefit you some day in the future. It may even help you assist a co-worker who may be struggling.

So, I ask you to check out the EAP website at [usps.ndbh.com](http://usps.ndbh.com) and remember, EAP is not just for work related issues. Other issues include, but are not limited to: gambling, stress (work related or not), emotional, family, marital, financial and legal problems. EAP is available to you and family members living in your household. This is a wonderful resource we have available to us. The first visit is on the clock and your visits are confidential. Along with the website is their 24/7 hotline at 1-800-EAP-4YOU.

Be well, be safe, wear a mask and please contact either myself or Ann with any questions you might have. Happy Spring!!

**Make the Call!**

USPS Employee Assistance Program  
**1-800-327-4968**  
(1-800-EAP-4-YOU) TTY: 1-877-492-7341  
[www.EAP4YOU.com](http://www.EAP4YOU.com)

[eap4u.com](http://eap4u.com)



## Emergency Federal Employee Leave

The new Emergency Federal Employee Leave (EFEL) recently passed by congress. Each full-time employee may use up to 600 hours (15 weeks) of FEEL leave for any of the reasons listed on the chart below. CCA's and PTF's would be able to use leave proportional to the number of hours normally worked.

This new law is only available through September 30, 2021 or when the funding provided by Congress runs out, whichever comes first. The bill was funded with \$570,000,000 and is available to ALL federal workers not just Postal Workers.

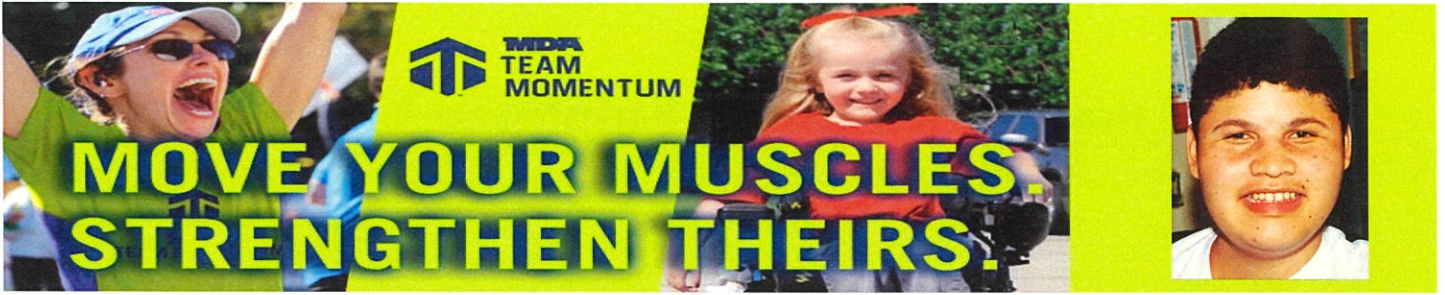
If you need to use the EFEL you should submit a PS form 3971 to your supervisor and indicate on the form which of the 8 qualifying conditions you are claiming for the use of the leave.

Keep in mind as we are Federal employees that are essential #1 is not available as we are not subject to state or local quarantines or isolation orders unless order by a doctor, if that happened then #2 would apply.

Unlike the past COVID leave provision, the childcare portion (#5) is not a 2/3 pay provision and would be full pay. Pay is authorized under #8 in order to obtain the vaccine as well as any leave you need as a result of said vaccine (should you have a reaction to the shot).

Emergency Federal Employee Leave	
Qualifying Reasons	Leave Eligibility
<p>An employee is entitled to take EFEL related to COVID-19 if the employee is unable to work because the employee:</p> <ol style="list-style-type: none"> <li>1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19.</li> <li>2. has been advised by a health care provider to self-quarantine due to concerns related to COVID-19.</li> <li>3. is caring for an individual who is subject to such an order as in (1) or has been so advised as in (2).</li> <li>4. is experiencing COVID-19 symptoms and seeking a medical diagnosis.</li> <li>5. is caring for the employee's son or daughter if the school or place of care of the son or daughter has been closed, requires or makes optional a virtual learning instruction model, requires or makes optional a hybrid of in-person and virtual learning instruction models, or if the child care provider of the son or daughter is unavailable, due to COVID-19 precautions.</li> <li>6. is experiencing any other substantially similar condition.</li> <li>7. is caring for a family member with a mental or physical disability or who is 55 years of age or older and incapable of self-care, without regard to whether another individual other than the employee is available to care for such family member, if the place of care for such family member is closed or the direct care provider is unavailable due to COVID-19.</li> <li>8. is obtaining immunization (vaccination) related to COVID-19 or is recovering from any injury, disability, illness, or condition related to such immunization.</li> </ol>	<ul style="list-style-type: none"> <li>• All career and non-career employees, regardless of tenure, are immediately eligible for EFEL.</li> <li>• <b>Full-time Employees</b> can receive up to 600 hours of paid EFEL, capped at \$2,800 per pay period.</li> <li>• <b>Part-time Employees</b> can receive up to the proportional equivalent of 600 hours, capped at a proportional equivalent of \$2,800 per pay period.</li> </ul> <hr/> <p style="text-align: center;">Other Considerations</p> <ul style="list-style-type: none"> <li>• EFEL does not count as creditable service toward an employee's retirement benefits.</li> <li>• Employees cannot contribute to Thrift Savings Plan (TSP) while on EFEL.</li> </ul>

As of now we are awaiting clarification from the Office of Personnel management and the Department of Labor of some of these provisions like the portion that says FEEL does not count as credible service toward retirement benefits. Currently the Postal Service is only approving 80 blocks of time for employees until the clarification from OPM and the DOL comes. We will update the members once we get further information. Until then make your requests on the 3971 and if denied see your steward to file a grievance or call the union office for further guidance.



Aaron Wallace

Aaron Wallace is the son of Letter Carrier Scott Wallace from Panorama and his wife Amy Wallace.

Aaron lost his battle with Muscular Dystrophy January 10, 2014 at the age of 27.

Help us celebrate the life of Aaron through this fund raiser to increase awareness of Muscular Dystrophy

# 9th Annual N.A.L.C – MDA Aaron Wallace Memorial Golf Tournament

When: Sunday May 23, 2021  
Shotgun start at 10:00am

Where: Victor Hills Country Club  
1450 Brace Road.  
Victor New York 14564

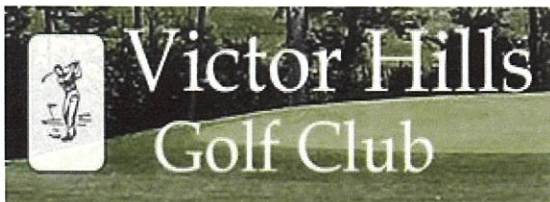
Format: 4-man Scramble  
\$90 Per person  
\$360 Per team  
\$100 Sponsor a hole. Personal or Corporate Sponsorship available

Includes:  
Golf  
Cart  
Breakfast  
All day unlimited hot dogs, hamburgers Sausage and Chicken Sandwiches.



**\$90 per golfer includes**  
**Longest Drive**  
**Closest to the Pin**  
**Extra \$5 pp for Skins**

## Victor Hills Country Club Unlimited Lunch Menu



Looking for a good American built car made by hard working union workers?

See Jolene at Bob Johnson Buick. Jolene is the daughter of our past Vice-President Jerry Vitto



**Buying a New House?  
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**Moyer & Associates**  
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**CCA's... Need uniforms???**

NALC Branch 210 has used uniforms available for pick up  
2491 Brighton-Henrietta TL Rd. Rochester, NY 14623

**Regulars/Retirees...Have uniforms you haven't worn in a while???** Don't fit anymore?? Donate them!!

Stop by the union office anytime, please call first  
(585) 427-2450

Are you on the sidelines, or in the game?

**LCPF  
Letter Carrier Political Fund**

NALC Branch 210 is up to 15% of members donating to the LCPF

**LET'S AIM HIGHER!!**

**THANK YOU!!** To those who donate

Those who do not...what are you waiting for??

**EFFORTLESS - EASY - EFFECTIVE**  
paycheck or bank account deductions

Get off the sidelines, get into the game, and **FIGHT FOR OUR FUTURE!**





# NALC Branch 210 Family Picnic

**Sunday July 11, 2021**

Ticket Includes:

Unlimited Rides

Unlimited Waterpark

10:30 am – 9:30 pm

Private Reserved Pavilion

Unlimited Lunch Buffet

FREE Parking (\$20 value)

Children under 2 - FREE

**\$25** per person  
\$10 – food only  
ticket



~ COVID-19 Restrictions\* apply ~  
Face coverings, social distancing,  
etc.

\*restrictions subject to adjust and/or change  
based on guidelines.

Unlimited Lunch Buffet

11:30 am – 3:00 pm

Hamburgers  
Hot Dogs  
Italian Sausage w/ Peppers & Onions  
Macaroni & Cheese  
Frozen Novelties

Unlimited Beer & Fountain Drinks

11:30 am – 5:00 pm

**Ticket Information Contact the Branch 210 Office - (585) 427-2450  
or see your Union Steward**

## It's that time of year once again.

Make sure your aware of your surroundings and especially for our newest carriers. Watch for dogs that are out. Kids often let the dog out when coming to get the mail not realizing the danger.

Remember your satchel is not used just for mail, it can be used as a shield between you and an attacking dog.

The following language is taken from the Labor Relations Manual

### *545.41 Emergency Treatment*

*An employee needing emergency treatment must be sent to the nearest available physician or hospital or to a physician or hospital chosen by the employee or the employee's representative. The physician who provides emergency treatment is not considered the employee's initial choice of physician.*

*A supervisor may accompany the employee to the doctor's office or hospital to make certain that the employee receives prompt medical treatment. **Animal bites or eye injuries are always considered medical emergencies. In the event that there is doubt as to the emergent nature of the injury, it should be handled as an emergency.***

Where it says the supervisor may accompany you to the office or hospital they are **NEVER** authorized to interfere with treatment and are **NOT** allowed in the examination room.

If bitten by a dog call your supervisor immediately.....don't wait till after lunch or after this bundle....stop what you're doing and call, then call the union to get advise on filing a workers compensation claim. (585-427-2450) Never let your supervisor talk you out of medical treatment for a dog bite. Has the dog had its shots? Are you willing to gamble on the dog's rabies shots?

You can file a workers compensation claim 2 ways. 1. Sit with your supervisor and fill it out at work or 2. The one that is union recommended, register at <https://www.ecomp.dol.gov> , once you register you can file a CA-1 from your home or even at work on your cell phone.



## Preparing for Retirement

Exciting time.... lets help so it is a little less stressful. Currently OPM who handles your retirement application is backlogged with 27,000 applications. OPM normally can process between 7,500 and 8,500 applications a month. This means you need to give OPM a minimum of 3-4 months to process your application.

The union recommends giving OPM at least 6 months' notice giving them the time they need to process your retirement application and minimize any delay in getting your pension check. If you cannot give them that notice your pension will be delayed in order to process the backlog of applications. Your file will be processed in the order it is received. You have earned your retirement, lets make sure you receive it timely without delay.

## Conversion from CCA to PTF

With the new contract that was recently passed comes a new memorandum found on page 160 of the new contract. That memorandum is printed below and returns PTF's to our workforce. For those unfamiliar with PTF's, it stands for Part-Time Flexible and for years it was our entry level job category, and it is a **career job**. If you wanted to become a Postal Worker, you became a PTF first.

CCA's who reach 24 months of Relative standing in their assigned office will automatically be converted to **career** PTF status by the first day of the 3<sup>rd</sup> pay period following their return from their second 5-day break. With career status as a PTF that comes with seniority, credit towards retirement, scheduling priority over CCA's, paid life insurance, career health insurance including dental and vision options, Thrift Savings access with matching funds (our 401K type of savings). Increased pay and regular pay increases (every 46 weeks' you get a pay step automatically) this is in addition to Cost of Living raises and Contractual raises. Unfortunately, it does not get you out of Sun day delivery or overtime.

The article on the next page is a reprint from a September 2018 Postal Record article on PTF's and is still relevant today. If you have any questions on becoming a PTF please call the union office at 585-427-2450

### MEMORANDUM OF UNDERSTANDING BETWEEN THE

UNITED STATES POSTAL SERVICE

AND THE

NATIONAL ASSOCIATION OF LETTER CARRIERS,  
AFL-CIO

Re: City Carrier Assistants – Conversion to Career Status

The U.S. Postal Service and the National Association of Letter Carriers, AFL-CIO agree that City Carrier Assistants (CCAs) who reach 24 months of relative standing will be converted to part-time flexible career status in their installation.

- CCAs converted to part-time flexible employees under this MOU will count as full-time career carriers for purposes of calculating the CCA cap.
- Any accumulated annual leave will be paid out to the CCA in a lump sum consistent with Appendix B.3.B.1.c upon conversion under this MOU.
- In offices with 200 or more workyears, part-time flexible employees converted under this MOU will not be counted until they have at least 52 weeks of service credit as a PTF for purposes of calculating the full-time staffing percentage in Article 7.3.A.
- Conversions to career status detailed above will be effective as soon as practicable, but no later than 60 days from the ratification date of the 2019 National Agreement or the first day of the third full pay period that follows the date a CCA achieved 24 months of relative standing, whichever is later.

- Conversions made under this memorandum are in addition to conversions to full-time regular opportunities pursuant to the Memorandum of Understanding. Re: *Full-time Regular Opportunities – City Letter Carrier Craft*.
- CCAs may decline the opportunity to be converted to career status under this memorandum. A CCA who does not accept the career opportunity will no longer be eligible for conversion to career status under this memorandum, but will retain his or her relative standing and will remain eligible for conversion to career status under the Memorandum of Understanding, Re: *Full-time Regular Opportunities – City Letter Carrier Craft*.

In light of the continuing changes in the competitive environment in which the Postal Service operates, the parties will meet no less than annually to discuss any necessary adjustments to this MOU as it relates to City Carrier Assistant (CCA) and Part-Time Flexible (PTF) staffing, complements, and conversions.

While it is the parties' intent to continue this MOU beyond the 2019-2023 Agreement provided operational circumstances remain conducive to doing so, should the parties fail to reach agreement for modification or extension of this MOU in the next collective bargaining agreement, and the continuation of this MOU is an issue to be resolved in interest arbitration, there shall be no presumption that this MOU is to be carried forward based upon the fact that the provisions of the MOU have been in effect.

## Contract Talk

by the Contract Administration Unit

### Contract Administration Unit

Brian Renfroe, Executive Vice President  
 Lew Drass, Vice President  
 Christopher Jackson, Director of City Delivery  
 Manuel L. Peralta Jr., Director of Safety and Health  
 Ron Watson, Director of Retired Members

# Contractual rights for PTFs

**T**he upcoming conversions to part-time flexible (PTF) have raised several questions about the differences between the PTF and city carrier assistant (CCA) classifications. This article deals with many of the contractual rights PTFs have that do not apply to CCAs. For additional information on contractual rights and benefits not covered in this article, see Executive Vice President Brian Renfroe's article in this edition of *The Postal Record*.

Each subject is listed with the contractual citations and the page number where it can be found in the 2016-2019 National Agreement, available on our website and the NALC Member App:

**No layoff protection**—PTFs, as part of the regular work force as defined in Article 6 on page 7, achieve protection from layoffs or reductions in force after working in at least 20 pay periods per year for six consecutive years.

**Workhour guarantees**—Article 8 on page 22 notes USPS will guarantee at least four (4) hours work or pay on any day a carrier is requested or scheduled to work in a post office or facility with 200 or more workyears of employment per year. Employees at other post offices and facilities will be guaranteed two (2) hours work or pay when requested or scheduled to work.

**Split shift**—When PTF employees work a split shift or are called back, the following rules apply (Step 4, H8N-1N-C 23559, January 27, 1982, M-00224):

1. When a part-time flexible employee is notified prior to clocking out that he or she should return within two hours, this will be considered as a split shift and no new guarantee applies.
2. When a part-time flexible employee, prior to clocking out, is told to return after two hours: The employee must receive the applicable guarantee of two or four hours work or pay for the first shift, and the employee must be given another minimum guarantee of two hours work or pay for the second shift. This guarantee is applicable to any size office.
3. All part-time flexible employees who complete their assignment, clock out and leave the premises regardless of intervals between shifts, are guaranteed four hours of pay if called back to work. This guarantee is applicable to any size office.

**Sunday premium**—PTFs are eligible for the Sunday premium provided for in Article 8.6 on page 22. This premium is an extra 25 percent of the base hourly straight-time rate and is paid for all work up to eight hours on Sunday. After eight hours, the normal overtime rules apply.

**Wages**—PTFs are paid on an hourly basis and have no guaranteed annual salaries, so contractual wage increases are reflected in their hourly rates.

**Step increases**—Article 9 on page 23 shows CCAs converted to career status will be paid and earn step increases according to the rates and waiting periods in Table 2 of the current pay

chart. The current pay chart is found on the NALC website at [nalc.org/news/research-and-economics/research#paychart](http://nalc.org/news/research-and-economics/research#paychart).

**Cost-of-living adjustments (COLAs)**—Once converted to career status, PTFs become eligible for periodic cost-of-living adjustments as calculated in Article 9.3.D on page 24.

**Holidays**—PTFs do not receive holiday pay as such. Article 11 on page 31 notes a PTF is compensated for the 10 holidays by basing the regular straight-time hourly rate on the annual rate of a full-time regular letter carrier at the same grade and step divided by 2,000 hours. While PTFs do not usually receive additional compensation for work performed on a holiday, they are paid an additional 50 percent for hours worked on Dec. 25.

**Temporary reassignments**—Article 12.5.B.5 on page 36 provides that full-time and part-time flexible employees involuntarily detailed or reassigned from one installation to another shall be given not less than 60 days advance notice, if possible.

**Light duty**—Article 13 on page 50 includes PTFs among the employees who may submit a written request, accompanied by a medical statement from a licensed physician, for light duty following an off-duty illness or injury from which the carrier has not yet fully recovered.

**Higher-level assignments**—Article 25 on page 93 provides that PTFs may exercise their seniority to request temporary higher-level bargaining unit (Carrier Technician) vacancies in their immediate work area. Letter carriers working temporary higher-level assignments are paid the higher hourly rate for all hours worked during the duration of the detail.

**Driving privileges**—Article 29 on page 99 covers the revocation or suspension of driving privileges for career employees. Management must seek non-driving duties for a PTF who temporarily loses his or her driving privileges, even if those duties are in another craft, until the letter carrier's driving privileges are restored.

**Transfers**—Career employees wishing to transfer to another installation must serve a lock-in period in their current installation before being eligible to transfer to another installation. Local transfers (within the district to which the employee is currently assigned or to an adjacent district) require an 18-month lock-in, while all other transfer requests require a 12-month lock-in. The Memorandum of Understanding Re: Full-time Regular Opportunities—City Letter Carrier Craft allows PTFs to transfer without being subject to normal transfer considerations, including the lock-in period. This provision does not apply to CCAs converted to PTF after the ratification of the contract on Aug. 7, 2017.

**The beginning of a career as a letter carrier is an exciting time** and although new PTFs will be delivering mail in the same manner as they did as CCAs, the many differences between the classifications can make the transition daunting. New PTFs should review the points above and refer to the *NALC City Carrier Assistant Resource Guide* on the website at [nalc.org/workplace-issues/resources](http://nalc.org/workplace-issues/resources) as well as the 2016-2019 National Agreement for further information.

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