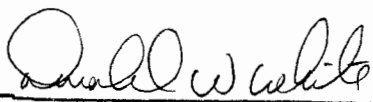


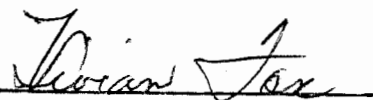
LOCAL MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into on  
October 1, 1987, at Goodlettsville, Tn. 37072,  
between the representatives of the United States Postal  
Service, and the designated agent of the APWU Branch # 4464  
Union, pursuant to the Local Implementation Provisions  
of the 1987 National Agreement.



Postmaster

Goodlettsville, Tn. 37072-9998



Local President

APWU Branch # 4464

AMENDMENT # 1

LOCAL MEMORANDUM OF UNDERSTANDING

Item 4 Annual Leave

- (c) Any cancellation of choice leave must be submitted 10 days prior to the beginning date of the leave period.

Item 12 Annual Leave

- (a) Request for annual leave outside the choice period may not be submitted earlier than 9:00 A.M., 14 days prior to the beginning of the requested leave. In the event more than one request is submitted at the same time, seniority will prevail. Approval or disapproval will be given no later than the Wednesday prior to the service week in which annual leave is desired.

Robert W. Beck  
Superintendent of Postal Operations  
Goodlettsville, TN 37072-9998

Paul White  
Postmaster

Terrence A. Fox  
Local President  
APWU Branch # 4464

ARTICLE 30

Item 1 Wash-up Periods - Article 8, Section 9, National Agreement

Item 2 The regular work week at the Goodlettsville Post Office will consist of five days with fixed day off for regular employees. The regular workweek will begin on Saturday.

Item 3 National Agreement

Item 4

Annual Leave

(a) Application for annual leave during the choice period shall be made by February 1, each year. Assignment of annual leave periods shall be by seniority within the craft and shall be completed by February 15, each year.

(b) At the employee option, they may request two selections during the choice period.

Item 5. Choice vacation in the Goodlettsville Post Office shall be for a period beginning February 15 through November 30, annually.

Item 6. The beginning day of an employee's choice vacation shall begin on Monday and return to work on the Monday following their vacation, unless that Monday is a holiday or non-scheduled workday, in which case he/she will return to work on the Tuesday following their vacation.

Item 7. Employees of the Goodlettsville Post Office may request two selections during the choice vacation period, in units of either 5 or 10 days.

Item 8. When an employee serves on Jury Duty or attends National or State Conventions, it shall not be considered part of the choice vacation period.

Item 9. The number of employees in the clerk craft granted annual leave weekly during the choice period shall be determined by the maximum number of weeks necessary to grant each employee leave he or she is eligible for during the choice period in accordance with the annual leave provisions, agreed upon at the national level. Therefore, one clerk weekly shall be allowed during the choice vacation period. In the event the needs of the service can be met, more than one could be granted leave during this period.

Item 10. The employer shall notify each employee in writing, of the vacation schedule approved for him or her.

Item 11. Postal Bulletin

Item 12. Annual Leave outside the choice period.

- A. Excluding December, one clerk may be granted annual leave on a first-come, first-served basis.
  
- B. Requests for annual leave outside the choice period may not be submitted earlier than 14 days prior to the beginning of the requested leave. Approval or disapproval will be given no later than the Wednesday prior to the service week in which annual leave is desired.

Item 13.

(a) After the required number of assignments have been determined under Article XI, Section 6, of the National Agreement, the method of selecting full-time qualified regular employees to work on holidays or designated holidays, shall be on a voluntary basis. Craft seniority shall prevail. Where there are insufficient volunteers, assignments shall be made by inverse seniority. Part-time employees replacing full time regular employees shall be selected in the same manner as provided in this section.

(b) After a determination has been made by management as to the number of employees who may be released on a holiday or designated holiday within the craft, the method of selecting full-time regular employees to be scheduled off shall be by seniority.

(c) Part-time employees on a flexible schedule shall be assigned on a rotating basis, to cover the holiday assignment of collection, special delivery and dispatch. In the event, that the dispatching employee is not qualified for collection and special delivery, an additional employee will be scheduled for collection and special delivery and clerical work necessary to complete his scheduled tour. If an employee misses his or her holiday to work, through leave, he or she will not be scheduled until his or her name is again reached on the holiday list.

(d) If it is necessary to schedule full-time employees to perform duties on their designated holiday, volunteers, full-time qualified employees will be assigned beginning with the junior employee.



Item 14. The overtime desired list shall be by section in this office.

Item 15. Section 1. When an employee requests a light duty assignment, the Installation Head shall meet with the President of the Union or a designee, and review the needs of the employee and the availability of work.

Item 16. Section 2, After a review of the needs of the employee and the availability of work, it shall be the responsibility of the Supervisor to assign the available work to the ill or injured employee. This assignment is not to adversely affect the regular work force.

Item 17. National Agreement

Item 18. National Agreement

Item 19. Space for employee parking will be provided.

Item 20. When Clerks serve on jury duty or attend National or State Conventions, it shall not be considered part of the choice vacation period.

Item 21. National Agreement

Item 22.

Section 1. The day to day administration of seniority is the responsibility of the Installation Head who will make such information available and post a seniority list.

Section 2. Posting

- (a) All vacancies shall be posted for bid for a period of ten (10) calendar days except when a regular or part-time regular is absent on leave, at which time, the posting will be for twelve (12) calendar days. If the absent employee furnishes an envelope with their name and address thereon, he shall be notified of such posting by mail.
- (b) Employees applying for an assignment shall make a sealed bid in writing to the Postmaster during the period for which the notice is posted. In instances where several assignments are posted, an employee may bid for as many as are posted, giving their preference in the following manner: First choice, second choice, third choice, etc.
- (c) The successful bidder for clerk vacancies shall accept the non-work days that are posted with the new assignment.
- (d) Clerk schedules will be posted when there is a change of more than one (1) hour in the starting time, lunch time or ending time.
- (e) A copy of all posted notices affecting the clerk craft shall be furnished to the President.