



American Postal Workers Union, AFL-CIO

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Dear Local/State Presidents, Regional Coordinators & NBAs:

Under our CBA, Article 37.3.A.1 states that **"Every effort will be made to create desirable duty assignments from all available work hours for career employees to bid."** The Non-Traditional Full-Time (NTFT) Memorandum of Understanding states in part:

"...No Clerk or MVS employee who at the signing of this Agreement, has a full-time regular work schedule of 40 hours a week will be involuntarily reassigned to occupy a NTFT duty assignment of less than 40 hours a week. However, such employees may be reassigned to occupy a NTFT duty assignments of 40-44 hours a week, so long as those assignments have at least two (2) scheduled off days, with no scheduled work days of less than six (6) hours or more than ten (10) hours. All other employees hired after the signing of this Agreement, may be assigned to any residual NTFT duty assignment in accordance with Article 37 or 39, respectively...."

The agreement further states that before implementing any new non-traditional assignments the local union will have the opportunity to review, comment, make suggestions and propose alternatives. In addition, should concerns or disputes about non-traditional assignments arise; the local union will refer them to the appropriate APWU National Business Agent who may meet with local, District, or Area management as appropriate. Any unresolved issues will be forwarded to the National Level.

In an effort to further assist you in enforcing this language, the Clerk Division has put together a CD which contains an Electronic workbook on putting together Desirable Duty Assignments, using information requested from the Postal Service. This electronic workbook is user friendly and contains a Guide Sheet that will instruct you as you go on what information is needed for input. You will be able to use the Desirable Duty Assignments you put together to compare to the Postal Service's duty assignments, in support of your position that they are not posting Desirable Duty Assignments.

In an era of downsizing, excessing, and subcontracting, we need to continue to fight for more jobs, and desirable duty assignments for our bargaining unit employees, we believe you will benefit from this Scheduler Toolkit.

In Union Solidarity

Rob Strunk,
Director

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