

# LOCAL MEMORANDUM OF UNDERSTANDING

This Local Memorandum of Understanding (LMOU) entered into on April 30, 2009 at Williams, Oregon between the representative of the U.S. Postal Service and the designated agent of Union signatory to the National Agreement, 2006-2010, American Postal Workers Union, Southern Oregon Area Local (Union), pursuant to the Article 30 (Local Implementation) provisions.

## Article 30 – Local Implementation

### Item 1. Wash-up Time

When an employee is assigned to perform dirty work or work with toxic materials, the employee will be allowed reasonable wash-up time.

### Item 3. Emergencies

In the event of civil disorders, weather conditions, bomb threats and other emergencies or extreme conditions are such that postal operations should be curtailed or eliminated; advice from all pertinent sources will be considered when making this decision. Affected employees will be notified. The union will be notified as soon as possible.

### Item 4-12. Annual Leave Program

- A. All Annual Leave requests shall be submitted on PS Form 3971. Such requests shall be on a first come, first served basis.
- B. When more than one request is submitted on the same day, seniority shall be the determining factor.
- C. The vacation year shall commence with the beginning of the leave year and run through the end of November.
- D. Two weeks prior to the new leave year, management shall notify the employees of the date of the beginning of the new leave year.
- E. Two weeks prior to the new leave year, employees may sign up, by seniority, on the leave chart in accordance with the National Agreement, Article 10.
- F. A maximum of one employee will be allowed off each week during the vacation period.
- G. Employees will be allowed to make other choices during the vacation period if any of the following coincides with their original selections: jury duty; national or state Union conventions; any other Union activity.
- H. The beginning day of a part-time flexible's vacation shall be on Monday. The beginning of an employee's vacation may be changed if mutually agreed to by the employee and management.

### Item 15-17. Light Duty

The Union shall be notified at the time light duty requests are made.

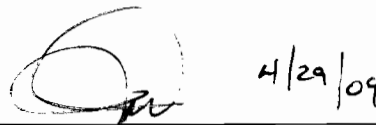
### Item 22. Seniority Lists

The employer shall post and furnish a copy of the seniority list to the Union when a change in personnel occurs.

This LMOU constitutes agreement between the Southern Oregon Area Local, APWU and the U.S. Postal Service at Williams, Oregon.



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