

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE
AND THE
AMERICAN POSTAL WORKERS UNION, AFL-CIO**

Re: Maintenance Craft - PSE Conversion to Career

The parties agree to the following understandings and procedures on conversion of Maintenance Craft PSEs to career:

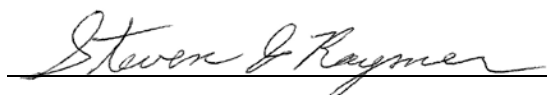
In the Maintenance Craft, duty assignments will be filled in accordance with Articles 38.3, 38.4, 38.5, and the Order for Filling Vacant Maintenance Positions found at pages 280-281 of the current JCIM. After applying item 7.a (Maintenance Transfers) of the Order for Filling Vacant Maintenance Positions, at that point, residual custodial duty assignment(s) shall be filled by offering conversion to career for Maintenance Craft PSE custodian(s).

1. Maintenance Craft Postal Support Employees (PSEs) are confined to employment and utilization in the Laborer-Custodial occupational group. The number of Maintenance PSEs is limited to the percentages contained in the Maintenance Craft Jobs MOU to 10% by District and within that percentage to no more than 5% in maintenance capable offices.
2. The relative standing on the rolls for Maintenance Craft PSE is based on the Maintenance Craft PSE accrual of Maintenance PSE Service Seniority (ref: Jobs MOU item 1.d) which is all time as a Maintenance PSE within their District of employment regardless of installation and any break in service. This standing on the rolls will be maintained by the District office and provided to the Maintenance Craft National Business Agent upon request.
3. After applying items 1 through 7.a of the Order for Filling Maintenance Craft Vacancies, prior to recourse to item 7.b (In-service Register) the residual custodial vacancy will be available for a Maintenance Craft PSE conversion to career, provided the percentage cap on Maintenance Craft PSEs in that District is, or will be, exceeded.
 - a. The Service may determine that a residual custodial duty assignment will be filled by custodial PSE conversion to career even if the District is under the 10% or 5% caps. The Maintenance NBA shall be notified in such an event.
 - b. Regardless of PSE cap percentages, all Maintenance Craft custodial residual vacancies which occur prior to October 31, 2014 shall result in the conversion opportunity for a Maintenance Craft PSE, including any released from Article 12 withholding.

4. If multiple residual custodial vacancies are available at the same time but not all need be available for PSE conversion opportunity, the Service may select which of the residual custodial duty assignments are made available for Maintenance Craft PSE conversion to career.
5. When the opportunity for conversion to career in a residual vacancy occurs, such opportunity is offered in order of standing on the Maintenance Craft PSE Service Seniority roll in the District of the career opportunity.
6. Once a PSE accepts the career opportunity, the conversion to career into that residual duty assignment will occur as soon as possible but no later than on day 1 of the second full pay period following selection.
7. If the Maintenance Craft PSE accepting the opportunity for conversion is in a different installation than the residual vacancy, the gaining and losing installations will coordinate with the Maintenance Craft PSE to provide an agreeable reporting date within the next sixty (60) days.
8. If no Maintenance Craft PSE accepts the opportunity for conversion to career, the Order for Filling Maintenance Craft Vacancies will continue beginning at item 7.b and will be applied until the residual duty assignment is filled.
9. There are no relocation benefits or costs payable for any Maintenance Craft PSE accepting conversion to career under this MOU.
10. No Maintenance Craft PSE will be required or permitted to resign prior to conversion to career.
11. The parties understand this MOU is applicable to residual duty assignments not being withheld under Article 12 and does include those duty assignments released from withholding.
12. Issues arising in applying the terms of this MOU will first be referred by the Local parties to the Area level for the USPS Area manager (designee) and APWU Maintenance NBA (designee) meet and resolve; then if failing to resolve at that level, to the Headquarters level. If resolution is not reached the APWU at the National level may initiate a dispute.



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March 28, 2014


Maintenance Craft Questions & Answers on PSE Conversion to Career

The following provides clarification on questions raised regarding the MOU Re: Maintenance Craft – PSE Conversion to Career, dated March 28, 2014

- 1) How will reassignments or transfers already in progress be handled?
 - A) Reassignments or transfers will be processed for any employee that had accepted the reassignment or offer of transfer as of March 20. In the event of a dispute as to the date of acceptance, verification of the date of acceptance can be provided to the APWU based on local fact circumstances.
- 2) How is the career seniority ranking established for PSEs converted on the same date?
 - A) Seniority ranking for PSEs converted on the same date is established in accordance with 38.3.J, Seniority for Breaking Ties. Also note that Article 38.3.J is also used to break any tie in standing on the rolls between existing PSEs. Because Maintenance PSE standing is determined for purposes of the March 28, 2014 MOU by Maintenance Craft Service Seniority within the District, application of 38.3.J tiebreakers for PSEs shall begin with 38.3.J item 2. Maintenance Craft Service Seniority.
- 3) When PSEs are converted in accordance with MOU Item 6, how are they assigned in the gaining installation?
 - A) The PSE will be given the opportunity to select from available residual duty assignments in seniority order based on their District PSE Maintenance Craft Service Seniority. They are to be placed in the duty assignment they selected. Additionally, if an employee is transferring from one installation to another as provided in Item 7 of the MOU, the employee will not be entitled to Out of Schedule premium prior to the reporting date at their new installation. Management will assign any additional hours provided by their new duty assignment at their current facility consistent with the employee's existing schedule and the operational needs of the current facility. E.g. the employees' daily hours may be increased to 8 by adding time before and/or after their currently scheduled hours.
- 4) Is a duty assignment currently covered by an existing Maintenance PSE available for selection for conversion to career?
 - A) No. The residual duty assignment(s) referred to in #3 above do not include duty assignments currently covered by Maintenance PSEs.
- 5) What happens to the duty assignment that was covered by a PSE who is converted to career?
 - A) Article 38 applies as that duty assignment is vacant, as does the 'pecking order' for filling Maintenance Craft vacancies in the JCIM, including the March 28, MOU.
- 6) If a PSE is "bumped" from their current duty assignment because the assignment was made available for a career employee due to excessing under Article 12, what options are available for that PSE?
 - A) The PSE will be reassigned in accordance with operational needs and if necessary due to lack of work for the remaining PSEs the PSE with the lowest relative standing may be separated.

- 7) If a "new work" PSE is converted to career and subsequently another PSE is hired to work in the vacant "new work" duty assignment, does that duty assignment remain as "new work" and not count against the cap?
- A) Yes, however Article 38.4 does apply.
- 8) If a PSE turns down a conversion opportunity, do they remain on the list for subsequent opportunities?
- A) Yes
- 9) What is the meaning and intent of Item 10 in the MOU "No Maintenance Craft PSE will be required or permitted to resign prior to conversion to career."
- A) This simply means a break in service is not appropriate for conversion. The conversion opportunity is provided for on-rolls PSE employees. Should an employee resign, they would not be eligible for conversion. However, PSEs who are serving a break in service will be available for conversion to career based on their standing on the Maintenance Craft Service Seniority roster. PSEs on a break in service who are converted to career will have their form 50 dated to show no current break in service. The missed day(s) will be charged to LWOP.


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