

# The Twig of the Branch



Branch 1477 West Coast Florida Letter Carriers



Serving:

**St. Petersburg — Largo — Dunedin — Pinellas Park — Indian Rocks Beach  
Punta Gorda — Englewood — Bradenton Beach — Palmetto — Ellenton**

VOLUME 666

VOICE OF BRANCH 1477

NOVEMBER, 2025



## NOTICE



### OFFICIAL NOTICE OF NOMINATION AND ELECTION OF OFFICERS

#### Nominations

**Nominations for the election of Officers of Branch 1477, West Coast Florida Letter Carriers** will be held at the regular Branch Meeting (and on Zoom-link on website) on November 13, 2025 at 7:00 pm, at the Union Hall, 5369 Park Blvd, Pinellas Park, Florida 33781. Candidates must accept nominations at the time made or, if absent, in writing.

**Nominations for Delegates to the 2026 NALC Convention to be held in Los Angeles, CA from August 3rd-August 7th, will be taken during the regular order of business at the November 13, 2025 General Membership Meeting and Electronic Membership Meeting via Zoom.** In accordance with Article 5 of the National Constitution and Article 4 of the Branch 1477 Bylaws, official notice is hereby given. **The link for this meeting will be posted on the branch website at: [Branch1477nalc.org](http://Branch1477nalc.org).**

All nominees must signify their willingness to serve, if elected. Nominations will be closed at the end of the November meeting. In the event a member seeking nomination is unable to be present at this meeting, he/she must signify, in writing, his/her desire to be placed in nomination for the office that he/she is seeking. **Said letter must be presented at the time of nominations. (\*See Page 2 for acceptance form)**

#### Nominations will be held for the following Branch offices:

President, Executive Vice President, Vice President, Recording/Financial Secretary, Treasurer, Editor, Sergeant-at-Arms, Director of Insurance/Health and Mutual Benefit Representative, Director of Retiree Affairs, Trustees (3)  
The terms of office will be three (3) years beginning January 1, 2026.

#### Election

In accordance with Branch Bylaws amended February 26, 2016, the election of Officers and Delegates shall be held by Mail Balloting in accordance with the NALC Constitution and NALC Regulations governing Branch Elections Procedures. The Election Date (by which all ballots must be received) will be the Regular Branch Meeting date on December 11, 2025. Ballots will be mailed to the home addresses of eligible members no later than November 20, 2025. Ballots must be mailed back to the Election Committee, PO Box 737, Pinellas Park Florida, 33780 and must be received by 11 am, on December 11, 2025. The Election Committee will collect the ballots, bring them to the hall and begin the tally. Write in-votes are not permitted.

**In accordance with the will of the 1988 N.A.L.C. National Convention, all members being nominated must signify they have not served in or applied for a supervisory position for the past twenty-four (24) months.**

**NEXT BRANCH MEETING AT THE HALL AND VIA ZOOM: THURSDAY, NOVEMBER 13, 2025**

Branch 1477,  
Ken Grasso, Financial/Recording Secretary  
5369 Park Blvd  
Pinellas Park, Florida 33781

Please place my name in nomination for **Officer** of Branch 1477 for the term of 2026-2028

\_\_\_\_\_  
Print name as it would appear on  
the ballot.

\_\_\_\_\_  
Signature/Date


For Office of: \_\_\_\_\_

Please place my name in nomination for **Delegate** to the 2026 NALC Convention to be held in  
Los Angeles, California, 2026.<sup>1</sup>

\_\_\_\_\_  
Print name as it would appear on  
the ballot.

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
<sup>1</sup>This must be received in the Branch Business Office prior to the time of the nominations  
on November 13, 2025.

Inside This Issue:			<h1>PRESIDENT'S REPORT</h1> <p><i>By President Joe Henschen</i> <i>Twitter @JaHe1</i></p>
Delegate Nomination Letter for 2026 NALC Convention	2		
President's Report by Joe Henschen	3-4	<h2>Vacation Planning—Local Implementation</h2> <p>It's getting close to November and Choice Picks are right around the corner. First of all, Article 10 of the National Agreement includes Section 10.3.A and discusses the Choice of Vacation Period.</p> <p><b>13.A.</b> It is agreed to establish a nationwide program for vacation planning for employees in the regular work force with emphasis upon the choice vacation period(s) or variations thereof.</p> <p>Article 10.3 establishes a nationwide program for vacation planning for the regular work force and specifically addresses the selection of the choice vacation period(s). Article 30 provides for local implementation of more specific leave provisions consistent with the general provisions of Article 10.</p>	
Executive Vice President article—Hubble's Troubles by Chris Hubble	4-6		
Director of Retirees article by O. D. Elliott	6		
Minutes of General Membership Meeting on 9/11/25	7-8		
Protecting your daily estimates with PS Forms 3996 and 1571 article by Joe Henschen	8-10		
Meeting Attendees	10		
Union's Data Page	11		
Calendar	12		

A new Local Memorandum of Understanding (LMOU) may be negotiated shortly after each new National Agreement is finalized. The LMOU is negotiated between the parties at the local level pursuant to Article 30 and covers, among other items, the operation of local vacation selection.

The LMOU typically sets forth a system where the leave year is divided into times known as the “choice vacation period” (also called “prime time”) and other times which are outside the choice vacation period (“non-prime time”).

Whereas Article 10.3 provides for negotiating how Choice and Incidental Leave is intended to occur, it does not give the parties at any level the right to negotiate anything relating to Sick Leave.

### Sick Leave.

**Article 10.5** provides for the continuation of the Sick Leave Program, whose detailed regulations are contained in the ELM Section 513. Section 513.1 defines sick leave as leave which “insures employees against loss of pay if they are incapacitated for the performance of duties because of illness, injury, pregnancy, and confinement, and medical (including dental or optical) examination or treatment.”

There are two distinct classifications for Career Employees. The use of sick leave is never impacted by Local Memorandum negotiated provisions defining the “Choice” and “Other” Leave, with one exception. In most Branch 1477 LMOU’s an employee on long term sick leave in some cases limits access to incidental Annual Leave.

Long Term Sick Leave or the Annual Leave percentages do not restrict an employee to schedule a medical appointment or if they are incapacitated due to illness or injury or require follow-up medical appointment under FECA.

In fact, the Federal Employees Compensation Act (FECA) governs Compensation for injured workers. Chapter 81 of Implementing Regulations of FECA

### §8103 Medical service and initial medical and other benefits

- A. The United States shall furnish to an employee who is injured while in the performance of duty, **the services, appliances and supplies** prescribed or recommended by a qualified physician...

If a medical appointment (**a service**) is prescribed, it cannot be denied by the supervisor or USPS manager. Not as quota full, or schedule posted. Attempting to deny treatment to an employee with an on-the-job injury is a violation of Federal Law and can include a pretty hefty fine for the supervisor and the agency.

## Re: City Carrier Assistant (CCA) Annual Leave

Of course, as the City Carrier Assistants only have one category of leave the contract explains:

Article 30 of the National Agreement and Local Memorandum of Understanding provisions do not apply to City Carrier Assistant employees, except as follows:

During the local implementation period, the parties may agree to include provisions into the local memorandum of understanding to permit City Carrier Assistant employees to apply for Annual Leave during Choice Vacation Periods, as defined in Article 10.3.D of the National Agreement.

Granting leave under such provisions must be contingent upon the employee having a leave balance of at least forty (40) hours.

Again, these provisions deal specifically with the use of CCA Leave and the Choice Vacation Period. It does nothing to restrict the use of leave for reasons listed above in Article 10.5.

The Nolan Contract Award includes advanced leave to CCAs and PTFs to ensure that after a promotion or Break in Service 40 hours of leave is advanced to the employee rather than earning leave prior to applying for leave.

Finally, the Nolan award also included the language relating to Carriers who have been on the rolls but not available to work for 13 Pay Periods will create an Unassigned Regular position that was included in most Branch 1477 locals virtually eliminating canceling available leave weeks for long term sick leave absences.

This On the Rolls Not Available (ORNA) Memorandum has created some pretty powerful numbers

- **1,734** PTFs promoted to full-time regular career status
- **1,178** CCAs converted to full-time regular career status
- **274** ORNA opportunities filled through eReassign
- **161** ORNA opportunities created are pending identification of how they will be filled.



## Hubble's Troubles

*By Executive Vice President,  
Chris Hubble*

### *It's dark out, now what...*

This November, when daylight saving time ends for 2025, clocks will "fall back," meaning those affected will gain an extra hour of sleep. But for some regions of the country, the change of time will also mean an earlier sunset and more hours in the dark at night.

So, we find ourselves once again delivering mail past the "gloom of night" when the sun sets before 18:00. That said, there is no blanket policy regarding delivery after dark because the issue to contend with is whether a particular Carrier on a particular route can safely deliver the mail.

It comes to this; each Carrier must weigh individual circumstances about the type of delivery and surroundings. Working in the dark does not just mean working without light either. One of the reasons that working in the dark causes problems for us is because a flickering light source causes the pupils to have to constrict and dilate many times quickly, and repeatedly. The light source could be a headlamp, which by the way is not a requirement for the Letter Carrier Craft. It could be turning the interior lights on and off in your vehicle prior to attempting a delivery.

Working in the dark also means limited visibility, meaning hazards and areas of risk can often be missed. Perhaps it is the work we do all the time but on an unfamiliar route. There is a temptation to push through the darker months without adequate consideration for maintaining a safe working environment.

The point is, when you take away the light, you add risk. Darkness can contribute to an unsafe situation. For example: You are on a walking route, it is not well lit, and you trip over a crack in the sidewalk and, a few feet later, you stumble over something else. Studies have shown that the chance of being involved in a workplace accident can be up to 36 % higher during hours of darkness, which highlights the importance of maintaining a safe working environment during "Daylight Savings Time".

There are several things you can do to keep safe while delivering when it is dark. Be proactive, what

could you be doing differently? Perhaps changing the line of travel so that at the end of the day, you may have more deliveries that are well lit. If you are on a walking route and it is not well lit, then you may want to avoid cutting across lawns, especially if you are unfamiliar with the route. You want to walk where it is safest. If the area is not well lit, it becomes more difficult to finger the mail while walking since you may not be able to see the addresses and/or delivery alert cards and look where you are walking. It becomes more difficult to tell where the barking dog is when it is dark. A patron may mistake you for a trespasser. You are the only one who can keep yourself safe.

Arbitrators have ruled that **“darkness in and of itself is not unsafe”**. In addition, arbitrators have generally approached the question of whether employees are justified for refusing to work in a particular place or in a particular fashion because of what the employee believes are unsafe conditions. First, there is the **“iron rule”** (JCAM page 41-27) stating that an employee must **“obey now and grieve later.”** Second, there is a narrow exception to that rule which permits an employee to disobey where he or she has a reasonable or good-faith belief that to obey would cause imminent danger to life or limb. A mere belief that a safety hazard exists is usually insufficient reason to disobey an order.

The **“obey now and grieve later”** is clear. If instructed to continue and/or return to the street, attempt to do so. If the hazard(s) still exist and you choose to bring back the mail because you feel unsafe, you will need to be able to defend the decision with specific safety problems on the deliveries you brought back on a PS Form 1767 Report of Hazard, Unsafe Condition or Practice.

Darkness could contribute to hazardous conditions. Section 133.1 of the Handbook M-41 (*In your route book*) applies to all unsafe conditions including dogs, road hazards, faulty equipment, and weather, among others. It states: Always exercise care to avoid personal injury and report all hazardous conditions to the unit manager. (See *part 812 for vehicle safety*)

While Carriers should not curtail or eliminate any scheduled delivery, sometimes safety concerns will limit opportunities for safe delivery. In the event you attempt and are unsuccessful in safely accessing a delivery point, Carriers should always report the situation to management and complete a PS Form 1571, Undelivered Mail Report. Enter the circumstances related to the curtailment of mail, sign the form, attach it to the mail, and give it to the supervisor or manager on duty. Under Article 41.3.g of the National Agreement, Letter Carriers

are entitled to a duplicate of the PS Form 1571 and should always request a copy.

It is management’s responsibility to provide a safe environment for work. It is not the intent of any Carrier or of this branch to endorse or encourage the unnecessary curtailment of any mail. It is about each Carrier’s safety and the protection of the mail in our charge and management’s responsibility to manage.

In addition to working in the dark, you may find yourself in a position in which you reach the 12-hour and/or the 60-hour work limit. Some new language in Article 8 (Work Hours) on page 18 of the National Agreement provides in relative part:

**D. Full time employees who are not on an “Overtime Desired” list or on the Work Assignment list, shall not be required to work beyond eleven and a half (11.5) hours of work in a day or sixty (60) hours of work in a service week, and shall not be subject to disciplinary action for terminating their tour of duty when these limits on hours of work are reached.**

### **Section 3. Exceptions**

Part-time employees will be scheduled in accordance with the above rules; except they may be scheduled for less than eight (8) hours per service day and less than forty (40) hours per normal work week. **All PTFs will be guaranteed a minimum of one (1) nonscheduled day each service week, except during the penalty overtime exclusion period. Management will notify PTF employees of their assigned nonscheduled day by the Wednesday preceding the service week.**

**All CCAs will be guaranteed a minimum of one (1) nonscheduled day each service week, except during the penalty overtime exclusion period. Management will notify CCAs of their assigned nonscheduled day by the Wednesday preceding the service week.**

The penalty overtime exclusion for 2025 is November 29 through December 26. In addition....

**G. For any hours worked beyond twelve (12) hours in a service day or sixty (60) hours in a service week the employee is to be paid at the rate of two and one-half (2 1/2) times the base hourly straight time rate.**

Another addition to the National Agreement was those desiring to work beyond 12 hours in a service day which supplies in part on page 23:



3. may volunteer to exceed twelve (12) hours of work in a day or sixty (60) hours of work in a service week (subject to the payment of Section 4.G). Those who do not volunteer shall not be subject to disciplinary action for terminating their tour of duty when the limits on hours of work in paragraph 2 above are reached.

Additionally, the 12/60 limitations are inclusive of all hours, including any type of leave taken, consistent with the 20-hour overtime limit (see M-00859 below).

Accordingly, holiday leave pay is credited toward the 12/60 limitation. Additionally, if an employee works on a holiday for which holiday leave is paid, those hours worked in excess of the holiday leave hours paid would also count toward the 12/60 limit (Step 4, 190N- 4I-C-94023487, June 9, 1994, M-01180).

In H4N-NA-C 21 "Third Issue," September 11, 1987 (C-07323) Arbitrator Mittenthal ruled that an employee sent home in the middle of a scheduled day, because of the bar against employees working more than 60 hours in a service week, is entitled to be paid for the remainder of his or her scheduled day.

Again, if you do find yourself in a position in which you do return to the office with mail, report it to your supervisor and complete a PS Form 1571 to document the curtailed mail.

Being cautious costs you nothing. Lack of cautiousness can cost you everything.

### ***To those who have served....***

As we take a moment to reflect on the sacrifices and bravery of our Veterans this Veteran's Day, I wanted to take a moment and personally thank those who have served our country. Your bravery and dedication to protecting our freedom inspires us all.

Let us also remember to offer our support and appreciation for their families who have stood by them through it all. Let us never forget the sacrifices made by our Veterans and their families to protect our freedoms.

We are all grateful for all that you've done.



## **Retiree Update**

*By Director of Retiree Affairs,  
O.D. Elliott*

It's that time of year when retirees are wondering how much, if any, cost of living increases we'll get in the new year. They're also wondering what their Health Benefits premiums will be in the new year.

While the actual percentage of COLA increases aren't scheduled to be announced until October 15, due to the current government shutdown, it could be delayed. However, presently there is a projected increase of between 2.7% and 2.8%. This would be a slight increase over the 2.5% COLA increase for 2025. Please note that for FERS retirees, if the COLA falls between 2 to 3%, your increase would be limited to 2%. Also, should the COLA be 3% or higher, FERS retirees would receive the COLA increase minus 1%. However, you would receive the full COLA for your Social Security.

At present, the Health Care Benefit premium increases are not known. However, they are expected to be significant, due to rising medical costs and, in part, to the cuts in Medicaid and Medicare in the present Administration's recently passed budget bill. In 2025, the Postal Health Benefit Plans (PSHB) increased by 11.5% compared to increases of 13.5% for Federal Employees Health Benefits. Next month, our Director of Insurance, Tom Phillips will be attending the NALC's National Health Benefits Conference in Orlando and hopefully by then learn of any changes to the NALC'S Health Benefit Plan as well as any premium increases.

Residence:	Business:
Cell: (727) 743-5395	(513) 621-4787
Home: (727) 772-8383	(800) 543-0379
ganneken@msn.com	Fax: (513) 621-0483
Palm Harbor, FL	Postal Fax: (888) 724-7882
<b>ROY TAILORS UNIFORM CO., INC.</b>	
Postal Uniforms - Shoes	
Your Union Preferred Uniform Company	
Spouse of NALC Branch 1477 Member	
<b>TERRI ANNEKEN</b>	1905 Dalton Avenue
Sales Representative	Cincinnati, Ohio 45214

# Minutes of October 9, 2025 Membership Meeting



***Recording/Financial  
Secretary***  
Ken Grasso

**Meeting called to order** at 7:00 p.m. by President Joe Henschen.

**Invocation:** O. D. Elliott.

**Pledge of Allegiance:** led by President Joe Henschen.

**Minutes of previous meeting:** Motion to accept previous minutes as printed in the October Twig, seconded by Terry Johnson. Motion passes.

**Branch by Numbers:** As of the latest dues roster, 760 Active Per Capita, 738 Members paying dues. Retirees 565- 7 awaiting 1189. (124 Gold Cards) – 1332 Total Members.

Recognize by Absolute Quality Interpreting Services Kelly Benz.

**Treasurer:** Chuck Cavicchio—Read ending balances for September. A CD comes due next month offering 3.9% renewal. Motion to accept Treasurer's Report by O.D. Elliott, seconded by Eric Short. Motion passes.

**Director of Retiree Affairs:** O.D. Elliott—COLA for retirees estimates out are between 2.7% and 2.9%. FERS retirees would be 2%.

**Director of Insurance:** Tom Phillips—Open Season coming up starting 2<sup>nd</sup> week of November through 2<sup>nd</sup> week of December. NALC Health Insurance is considerably lower than Blue Cross/Blue Shield. Eye Glass Reimbursement amounts to August 5 members for \$350 and 3 dependents for \$170. September had 5 members for \$350 and 6 dependents for \$283.47 for a total of the 2 months \$1,153.47.

**Political District 13 Liaison:** Tom Phillips—Now is a good time if you have businesses on your route to sign them up to use Postal Service for their shipping needs.

**Trustee Report:** Brian Andrews: Trustees met, and books are in order up through August.

**Executive Vice President:** Chris Hubble—

## **Welfare Reports:**

### **Sad:**

- Sandra Pagan, St. Pete—Father passed away.
- Ken Grasso, Branch Secretary—Wife Pauline, was hospitalized.
- Betsy Vlamakis, Seminole—Husband had a stroke.
- Joe Rudolph, Retiree Open Air—Had 3<sup>rd</sup> back surgery.
- Judy Dorris, Editor of the Twig of the Branch—Brother-in-Law passed away.
- Paul Keesee Punta Gorda—Father passed away.
- Chuck Cavicchio, Branch Treasurer—Was hospitalized.
- Alex Sandino, St. Pete—Had knee surgery.
- Anthony Maldonado, Carrier Largo—Father passed away.
- Chris Ratcliffe, Carrier Open Air—Involved in vehicle accident.

### **Glad:**

Johnathan Torres, Carrier Open Air—He and wife welcomed a new baby boy.

## **ORNA Promotions:**

Punta Gorda/Port Charlotte—3  
St. Petersburg—8  
Largo/ Seminole—3  
Dunedin—4

## **New Hires:**

Charlie Watson—St. Pete  
Mary McNamara—Largo  
Asem Bebawy—Largo  
Andrew Schefer—St. Pete

## **Retirees:**

Mark Henwood—Pinellas Park

## **Executive Presidents Report:**

### **Grievance Workload since last meeting:**

We have 61 Informal A files appealing 19 to Formal A  
9 appealed to Step B  
89 files handled.

Our NBA had a Region 9 meeting on Webex: just in the last year with the Route Count and Inspections we have lost over 1,000 routes and some regions have lost hundreds of routes. We do not have any scheduled locally currently.

## President Report

Arbitration scheduled for the Starting Times Case filed in 2024 October 17, 2025. This was Pre-ARB with each Carrier getting a 7:30 starting time like they had and \$250 per Carrier per quarter and total per Quarter total was \$ 32,000- \$36,000.

Some Step B awards for False Editing of Clock Rings which allows us to go in and inspect clock rings. And a Light Duty not provided make whole award.

A lot of Failure to provide Union time grievances increasing. Gateway Steward Jillian Iulucci has argued a number of Overtime Violations with pay outs hitting \$1,000.

Northside, Tiffany Naughton is addressing failure to post and failing to give Union Time and information.

St. Pete S & DC AJ Pollard worked a case on an employee who returned to duty from an OWCP absence and not getting Health Benefits reinstated. We are waiting for help at the Region level.

Constitution change in Boston Article 2 Section 3 allows us to sign up a retiree that were members in good standing but failed to sign an 1189 when retiring and be reinstated.

Daavid Brown, Largo Steward had one case that was so egregious he noticed while discussing subsequent discipline that the supervisor's name was incorrectly spelled.

USPS notifies NALC the time frame for December penalty over exclusion period this year, begins Pay Period 26-2025, Week 1 (November 29, 2025, and end Pay Period of 01-2026, Week 2 (December 26, 2025.

Monetization of Annual Leave in which career employees covered under the NALC agreement may sell back up to eighty (80) hours of annual leave prior to the beginning of the leave year. There are 2 things that must occur they must be at the maximum annual leave carryover limit at the start of the leave year and must have used fewer than seventy-five (75) hours of sick leave in the previous leave year.

Another MOU currently increases the maximum allowable annual leave carryover amount for leave

2026. You may carry over 520 hours of annual leave from leave year 2025 to leave 2026 and will expire with the conclusion of the 2026 Leave Year.

Branch LMOU covers retreat rights and bidding, and certain rules apply.

We went down to the South Branch meeting thinking we had a room reserved at the Port Charlotte Chamber of Commerce and reserved the 4<sup>th</sup> Thursday which is Sept 25, 2025. Through some miscommunication we were not reserved so we went down to a pizza place and they accommodated us very well, so we will be meeting there for the South Branch Meeting

**Door Prize Drawing:**  
**Lotto – Scratch Off Ticket**  
Gary Johnson

**Letter Carriers get paid to deliver mail.**  
**Managers get paid to make decisions.**

— Letter Carrier Resource Guide

You should do everything you can to put the ball back in the manager's court. Many times, Letter Carriers make the decision to either bring some mail back or deliver all the mail and get back late. After all, these seem to be the only options there are. The trick is to force the manager to make the choice. After all, that's their job, isn't it?

The best way to handle this situation is to contact your supervisor, per local instructions. Remember, the MDD scanner has a text feature which allows you to send a message to management at your office. If you have no local instructions, try contacting them at least an hour and a half to two hours before the time you are scheduled (approved on PS Form 3996) to be back. Let them know where you are and how long you think it will take you to finish. Ask your supervisor whether they want you to bring the mail back or finish the route. If you call and your supervisor isn't available, ask for the station manager or Postmaster and talk to them about it. Make a note of who you spoke to, what time it was, and what instructions were given. If no one in management is available, leave a message with the person who answers the phone and be sure you know who you are talking to. Make sure they understand when you are scheduled to be



back and how long it will take you to complete your assignment. Once again, make a note of who you spoke to and what time it was. Then just keep working until someone tells you otherwise or it's time for you to go back to the office to make it back in the time that was approved on PS Form 3996 (whichever comes first).

If the line is busy or no one answers, you should keep trying to get through. If you use your cell phone, you'll have a record of your call(s). Just don't wait until it's time for you to be back to call. Also, be sure to make a note of how much time you spent calling. Try to give your supervisor or manager a reasonable amount of time to decide whether to send you some help or authorize you to finish your route. Follow whatever instructions your supervisor or manager gives you. Any disputes that arise from the instructions given will have to wait.

If the supervisor or manager refuses to tell you what to do with the rest of the mail or you can't get through, you should return to the office at the time approved on the PS Form 3996 and ask for further instructions. Follow whatever instructions your supervisor or manager gives you.

**Note: Don't ever return mail to the office and leave it without getting instructions on what to do with the mail from a manager! Make a note of what instructions you were given and what time it was.**

If you have local Instructions like "Don't call back to the office and don't bring mail back", you should request to see your Shop Steward and ask them to file a grievance. The same is true when your supervisor refuses to give you instructions when you call back in the afternoon. If you want a successful grievance filed, you should write a detailed statement. This will be easy if you take notes as advised above.

### **Providing Assistance to Another Carrier**

If you're instructed to carry part of another route, whether on "projected undertime" or for overtime, a PS Form 3996 should be provided to you indicating this additional work. Make sure you fill out the bottom of PS Form 3996 showing both your travel and delivery times for whatever assistance you are carrying. This assistance is called many different

things around the country. Some common phrases are pivot; split; kickoff; relay; handoff; trip; push; boost; or bump.

If you don't believe you can complete the work in the amount of time authorized, explain to the supervisor why this is true. For example, let's say you have a light day, and your supervisor tells you that you will be assigned an hour of work off your assignment to make up for your undertime. Let's also say you believe you have seven and a half hours of work on your own route after considering the time it will take to deliver your route, get back, and clean up. In this example, you believe the additional one hour of work that your supervisor wants to assign to you will cause you to work a half hour of overtime.

Make sure to explain this clearly to the supervisor. Then let's say the supervisor agrees that maybe you have a point and assigns you a 30-minute pivot but doesn't take into consideration the necessary travel time for the pivot or other factors. This should also be explained to the supervisor as these other factors will also cause you to be late. If you can't get your supervisor to agree with you in either case, **explain your position regarding your workload** and handle this situation in the same manner as above.

**You should always notify management verbally and with a PS Form 3996 (if and when you are still in the office) whenever you believe additional work assigned to you because of projected undertime will cause you to work overtime.**

If your supervisor asks you again to explain why you needed the time (the next day/week) you'll have your copy of the PS Form 3996 and your notes to refer to. Oftentimes, supervisors record the extra time used over what was approved in the morning as "unauthorized" overtime on PS Form 1017-B, Unauthorized Overtime Record.

This can be true whether they talk to you about it or not. If you think this is true in your case, request to see your shop steward so they can investigate the matter and file a grievance on the improper use of the PS Form 1017-B if the extra time you worked after being instructed to finish the route is being recorded as "Unauthorized Overtime."

### **Here is the short version:**

1. Verbally inform your manager that you can't make it in 8 hours.
2. Follow your manager's instructions.
3. If you still can't make it in 8 hours, request a PS Form 3996 from the supervisor and explain the reason(s) why you need one.
4. Fill out the form completely and list the types of mail you have as well as any other circumstances that are present.
5. Keep your cool and request a copy of your PS Form 3996.
6. Don't argue with the supervisor or manager.
7. Don't make decisions - that's what your supervisor or manager gets paid to do in our current system. Call back to the office for further instructions. Follow the instructions you are given.
8. Handle requests for overtime or auxiliary assistance due to delivering on other routes in the same manner.

Following these procedures makes it much easier to defend you if disciplined! You also make it possible for the union to pursue a grievance forcing management to stop recording this time as "unauthorized" in the first place, thereby avoiding a discipline situation altogether.

### **PS Form 1571, Undelivered Mail Report**

PS Form 1571, Undelivered Mail Report is the form that letter carriers use to record undelivered or curtailed mail. You will use PS Form 1571 when mail assigned to your route is not delivered for any reason. It could be your manager or supervisor instructed you to leave in the office or mail you were unable to deliver on the street. If you did not deliver the mail, then the reason, amount, and type must be recorded on this form.

**Do not curtail or eliminate any scheduled delivery or collection trip unless authorized by a manager, in which case you must record all facts**

### **City Delivery Carriers' Duties and Responsibilities Handbook M-41**

Report on PS Form 1571 all mail undelivered - including all mail distributed to the route but not cased and taken out for delivery. Estimate the number of pieces, before you leave the office, enter on Form 1571 the mail curtailed. When you return, add any mail which was not delivered, and which was returned to the office.

Follow any special local procedures set up to identify errors and corrective actions for mail returned because it was out of sequence.

Sign the form and give it to a unit manager. Never curtail mail unless instructed to do so by a manager!

### **Management of Delivery Services**

Handbook M-39 describes what the supervisor is supposed to do as follows: when the Carrier is instructed to curtail mail, indicating action thereon. Upon request, a duplicate of the completed form will be provided the Carrier, just as the 3996 will be provided the Carrier.

## **Steward Meeting Attendees**

**Meetings are held at on Zoom and led by President Joe Henschen and Executive Vice President Chris Hubble.**

### **October 16th:**

Laurann Rose, Scott Archbold, Eric Short, Wyatt Stribling, Nadir Alwani, Jody Dodd, Gary Johnson, Karen Peck, Scott Held, Jillian Iuliucci, Tim Cox, Javier Urrutia, Tony Cook, Tiffany Naughton, Donny DeMilta, Daevid Brown, Brian Andrews, Eria Baker, Al Baldwin, Olbin Flores-Elvir, Anthony Roger, AJ Pollard

## **South Meeting Attendees**

### **September 25:**

Erica Donaldson, Sam Haddad, Dennis Leach, Rui Almeida, Josh LaGrew, Joseph Bailey, Chris Kotonski, Ingrid Heise, Jon Robinson, Karen Banks, Joe Henschen, Chris Hubble

# BRANCH 1477 PHONE DIRECTORY

**UNION HALL: (727) 531-1477**

**UNION FAX: (727) 531-1478**

**EMAIL: branch1477nalc@gmail.com**

**WEBSITE: branch1477nalc.org**

## OFFICERS OF BRANCH 1477

### **PRESIDENT**

*Joe Henschen. . . . . (727) 492-4009*

### **EXECUTIVE VICE PRESIDENT**

*Chris Hubble. . . . . (727) 641-8396*

### **VICE PRESIDENT**

*Greg Welsh. . . . . (727) 804-4726*

### **RECORDING/FINANCIAL SECRETARY**

*Ken Grasso. . . . . (727) 744-2578*

### **TREASURER**

*Chuck Cavicchio. . . . . (727) 798-8506*

### **EDITOR**

*Judy Dorris. . . . . (727) 403-2173*

### **DIRECTOR OF RETIREE AFFAIRS**

*O.D. Elliott. . . . . (727) 608-6027*

### **DIRECTOR OF INSURANCE**

*Tom Phillips. . . . . (727) 458-4127*

### **SERGEANT AT ARMS**

*Eric Short. . . . . (727) 251-9846*

### **TRUSTEES:**

*Shiela Bradley. . . . . (813) 335-7783*

*Brian Andrews. . . . . (941) 807-5669*

*Patrick Jacques. . . . . (727) 218-2721*

## STEWARDS OF BRANCH 1477

### **St. Petersburg:**

<b>Crossroads 9</b>	Jody Dodd	(727) 768-2562
<b>Crossroads 10</b>	Ken Domingos	(716) 598-1205
<b>Euclid</b>	Wyatt Stribling	(727) 480-6121
<b>Gateway</b>	Jillian Iuliucci	(727) 458-1623
<b>Gulfwinds 7,11,15</b>	Olbin Flores-Elvir	(913) 671-0397
<b>Madeira Beach</b>	Patrick Jacques	(727) 218-2721
<b>Midtown 5</b>	Al Baldwin	(727) 754-0199
Alt	Tony Cook	(727) 244-3194
<b>Midtown 12</b>	Gary Johnson	(316) 209-3764
<b>Northside 2</b>	Tiffany Naughton	(727) 642-5466
<b>Northside 16</b>	Javiar Urrutia	(813) 484-2499
<b>Open Air</b>	Nadir Alwani	(813) 305-6136
Alt	Scott Archbold	(727) 422-4766
<b>St. Pete Beach</b>	Laurann Rose	(727) 226-3291
<b>St. Pete Main 13</b>	Anthony Roger	(813) 574-9971
<b>St. Pete Main 14</b>	Alan Pollard	(727) 667-4254
Alt	Anthony Roger	(813) 574-9971

<b>Bradenton Bch</b>	Brian Andrews	(941) 807-5669
<b>Dunedin</b>	Scott Held	(727) 418-5742
Alt	Devin Price	(803) 944-2706
<b>Ellenton</b>	The Hall	(727) 531-1477
<b>Englewood</b>	Jon Robinson	(740) 919-7687
<b>Indian Rocks Bch</b>	Tim Cox	(727) 481-5348
<b>Largo 71/78</b>	Daavid Brown	(727) 657-5606
<b>Largo 70/73</b>	Karen Peck	(727) 418-1990
<b>Palmetto</b>	Sheldon Jones	(941) 580-1058
<b>Pinellas Park 81/82</b>	Javier Urrutia	(813) 484-2499
<b>Punta Gorda</b>	Erica Donaldson	(941) 661-5196
<b>PC Annex</b>	Erica Donaldson	(941) 661-5196
<b>Seminole 72/74</b>	Eric Short	(727) 251-9846
Alt	Donny DeMilta	(727) 430-4413
<b>Seminole 76/77</b>	Donny DeMilta	(727) 430-4413
Alt	Eric Short	(727) 251-9846

### **Congressional Liaisons:**

**District 13: Tom Phillips (727) 458-4127**  
**District 15: Gene Carroll (727) 742-1640**

The Twig of the Branch is published monthly by Branch 1477 West Coast Florida Letter Carriers. Articles and opinions printed herein are those of the writer and do not necessarily reflect those of Branch 1477 or the NALC. We invite all members to contribute material for possible publications. The editor reserves the right to edit or reject such material for reasons of good taste, legality, space, or the good of the Branch. Articles should be of general interest, be 350 words or less and be submitted by email to the branch by the 10th of the month.



Branch 1477, N.A.L.C.  
5369 Park Boulevard North  
Pinellas Park, FL 33781-3421

NON-PROFIT ORG.  
U.S. POSTAGE PAID  
ST. PETERSBURG, FL  
PERMIT 5489

ADDRESS SERVICE REQUESTED

# November, 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 Pinellas Park Retiree Breakfast	4 St. Pete Retiree Breakfast	5 Largo Retiree Breakfast	6 Executive Board Meeting	7	8
9	10	11 Veterans Day	12	13 General Membership Meeting	14	15
16	17	18	19	20 Steward's Meeting	21	22
23 30	24	25	26	27 Thanksgiving Day	28	29