

LOCAL LEAVE PROGRAM (VINE GROVE)

(Excerpts from Local Agreement)

The vacation calendar will be given to the senior carrier thirty (30) days prior to the beginning of the choice vacation period. [Item 4 - Section A]

The vacation calendar will be passed throughout the letter carrier craft by seniority and each carrier will indicate his/her selections for the choice period on the calendar. [Item 4 - Section B]

Letter carriers may cancel any or all leave at their discretion. [Item 4 - Section C]

Programmed annual leave canceled thirty (30) days in advance will be reposted for three (3) days and awarded by seniority. Bidding carriers must have sufficient leave to bid in increments of not less than forty (40) hours. [Item 4 - Section D]

The remainder of a letter carrier's leave balance may be taken at other times during the year as requested in accordance with the procedures listed in item 12 of the LMOU. [Item 4 - Section E]

The choice vacation period will be the first day of the leave year through the end of December, excluding the first three (3) weeks of December. [Item 5 - Section A]

Letter carriers who desire to have annual leave during the month of January shall submit their request in writing to the supervisor before December 31. [Item 5 - Section B]

The beginning of the vacation period will be at the carrier's discretion and each vacation period will be scheduled for seven (7) calendar days, five (5) workdays. [Item 6]

All programmed annual leave for carriers will be on a strict craft seniority basis. [Item 7 - Section A]

First round selection: Career letter carriers who earn thirteen (13) days of annual leave shall have the option of selecting two (2) five (5) day periods or one (1) ten (10) day period during the choice vacation period. Career letter carriers who earn twenty (20) or twenty six (26) days of annual leave shall have the option of selecting one (1) five (5) day period and then one (1) ten (10) day period or one (1) fifteen (15) day period during the choice vacation period. [Item 7 - Section B]

Second round selection:

1. Letter Carriers who at the beginning of the leave year earn twenty (20) days of annual leave shall be permitted to select one (1) five (5) day period during the choice vacation period. Letter carriers who at the beginning of the leave year earn twenty six (26) days of annual leave shall be permitted to select two (2) five (5) day periods or one (1) ten (10) Daye period during the choice vacation period. [Item 7 - Section C 1]

2. City Carrier Assistants (CCAs) shall have the option of selecting one (1) five day period of annual leave during the choice vacation period. [Item 7 - Section C 2]

Jury duty will not be charged to the choice vacation period. Letter carriers who are required to attend jury duty on one of his/her vacation selections will be allowed to select another week from the remaining available vacation periods. [Item 8 - Section A]

Attendance at National or State conventions will be charged to the choice vacation period but will not be considered one of the carriers leave selections in Item 7 of the LMOU. The leave week to attend a National or State convention will be blocked off to ensure that delegates are granted annual leave. Once the delegate has been approved leave to attend the convention, selections for program annual will be reopened. [Item 8 - Section B]

The total number of letter carriers who shall receive annual leave each week during the choice vacation period will be one (1). More may be considered depending on service conditions. [Item 9]

The Postmaster will notify all letter carriers that the vacation calendar has been approved and a copy will be given to the NALC steward. [Item 10]

The vacation schedule will be posted on November 15th, or the first working day thereafter, until December 1st when the selection process for vacation periods begin. The two rounds of selecting programmed annual leave will be completed by January 1st. [Item 11]

Annual leave to attend union activities prior to the determination of the granting of choice vacation schedule will be counted in the number of letter carriers allowed leave each week. [Item 20]