

LOCAL LEAVE PROGRAM (BARDSTOWN)
(Excerpts from Local Agreement)

All programmed annual leave for carriers will be on a strict craft seniority basis [Item 4 - Section A]

The procedure for the selections of vacation periods will be in accordance with the following: [Item 4 - Section B]

First round selection: All career letter carriers who at the beginning of the leave year earn thirteen (13) days of annual leave shall have the option of taking two (2) five (5) day periods or one (1) ten (10) day period during the choice vacation period. Career letter carriers who at the beginning of the leave year earn twenty (20) or twenty six (26) days of annual leave shall have the option of taking one (1) five (5) day period and then one (1) ten (10) day period or fifteen (15) continuous days during the choice vacation period [Item 4 - Section B 1]

Second round selection: Career letter carriers who at the beginning of the leave year earn twenty (20) or twenty six (26) days of annual leave will be permitted to select one (1) five (5) day period during the second round of programming annual leave [Item 4 - Section B 2]

Third round selection:

Career letter carriers who at the beginning of the leave year earn twenty six (26) days of annual leave will be permitted to select one (1) five (5) day period during the third round of annual leave. [Item 4 - Section B 3 a]

City Carrier Assistants (CCAs) shall be permitted to select one (1) five (5) day period during the third round of programming annual leave. The CCAs leave duration will be in accordance with Item 6 of the LMOU. If a CCA had an inadequate leave balance at the time his/her leave selection arrives, he/she must notify management no later than the Tuesday preceding the service week in which the leave period starts to identify the day(s) of annual leave canceled in accordance with Item 4 section C. [Item 4 - Section B 3 b]

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

Programmed annual leave cancelled forty-five (45) days in advance will be reposted for three (3) days and awarded by seniority. Bidding letter carriers must have sufficient annual leave to bid in increments of no less than forty (40) hours. There will be no exchanging of programmed annual leave unless all carriers with seniority falling between the carriers exchanging leave have had the opportunity to participate in the exchange. [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 duration of the choice vacation period will be from the first full week in January through the last week in December. [Item 5]

The beginning day of an employees choice vacation period will start at 12:01 am Monday and end at midnight Sunday [Item 6]

The process for selecting vacation periods during the choice vacation period will be in accordance with Item 4 of the LMOU. [Item 7]

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

Letter carriers attending a National or State convention during the choice vacation period will be counted in the total number of carriers allowed off during that period. The president of Branch 14 will notify the postmaster of the delegates which are identified by December 1st. The names of the delegates will be written in the leave week of the National or State convention and the requested leave will not be considered one of the letter carrier's leave selections. [Item 8 - Section B]

No more than one city carrier will receive choice vacation at the same time. More will be considered if service is not affected. [Item 9]

The NALC steward will be issued an official notice when the vacation schedule has been approved. Management will also provide the steward with a copy of the vacation schedule. [Item 10]

The vacation schedule will be posted on November 15th, or the first work day thereafter, until December 1st. The process for selecting programmed annual leave will be completed by January 15th. [Item 11]

Annual leave approved to attend union activities prior to the granting of choice vacation period will not be a part of the total number of carriers allowed off each week and will not be considered one of the carrier's leave selections. [Item 20]