

MEMORANDUM OF UNDERSTANDING
RE: ONE-TIME RETIREMENT INCENTIVE

QUESTIONS AND ANSWERS

1. Which employees have the option to retire/separate on or before September 30?

Response: Employees who as of August 24, 2009 had a previously scheduled retirement date of September 30 or earlier will be allowed to retire on such date and be eligible for the incentive. In light of the time needed to accurately and appropriately process retirement applications, it is not possible to provide a September 30 retirement date for employees who had not already begun the process by August 24.

2. What retirement/separation date will be given to employees who did not have a previously scheduled retirement date, but have requested a retirement/separation date on or before September 30?

Response: These employees will be given a retirement/separation date of October 31 or November 30. This does not preclude agreement at the local level on the selection of either of those dates.

3. Will employees who already have a retirement date later than September 30 be allowed to retire on their scheduled date and be eligible for the incentive?

Response: Yes. Employees who as of August 24, 2009 have a scheduled retirement date on or before November 30 will be allowed to retire on their scheduled date and be eligible for the incentive. Employees who have a scheduled retirement date after November 30 will have to change it in order to be eligible for the incentive.

4. Will the incentive be paid to an employee resigning or retiring on a date other than the one assigned by the Postal Service?

Response: Unless the employee is being permitted to retire on a previously scheduled retirement date in accordance with the answers to questions 1 and 3 above, employees must retire/separate on the date assigned by the Postal Service in order to be eligible for the incentive.

5. What, if anything, do employees with a scheduled retirement or separation date have to do to apply for the incentive?

Response: Employees who as of August 24, 2009 have a scheduled retirement/separation date still must "opt-in" to the incentive program. If employees have a retirement/separation date of August 25-September 18 and have not been contacted by their Human Resources local services office by September 25, they must contact that office by September 25 to "opt-in" to the incentive program. Employees with a scheduled retirement/separation date of September 19-November 30 will receive a letter with a form that must be returned to the Human Resource Shared Services Office by September 25.

6. Are employees retiring under a Voluntary Early Retirement Authority (VERA) treated any differently than other employees in terms of determining their retirement dates?

Response: No. Employees who wish to retire pursuant to a VERA and take advantage of the incentive will be given a retirement date of October 31 or November 30, as provided in the MOU.

7. Is November 30 the set date for all part-time flexibles and part-time regular employees who wish to take advantage of the incentive?

Response: Yes, except for those part-time flexible and part-time regular employees who are being permitted to retire on a previously scheduled retirement date in accordance with the answers to questions 1 and 3 above.

8. Since employees can apply for disability retirement within a year of separation, if an employee should retire/separate pursuant to the MOU and subsequently apply for and receive disability retirement, do they have any obligation to repay the incentive monies?

Response: No.

9. If an employee who is on the USPS rolls collecting any wage loss compensation from OWCP accepts the incentive and retires/separates from USPS employment, will the \$15,000 be used as an offset against lost wage compensation?

Response: That determination is made by the Department of Labor.

10. If the number of applicants for the incentive reaches 25,000 and the national parties meet to determine how the opportunity for the incentive is going to be distributed, how will the employees be informed?

Response: The national parties will meet and will announce the agreed-upon process for approving the incentive for interested employees.

11. If the number of employees applying for the incentive exceeds the 30,000 maximum, can employees who have expressed interest withdraw their application and continue employment?

Response: Employees who have applied to accept the incentive by resigning or retiring optionally may withdraw their application prior to close of business on the effective date of separation/retirement. Employees who have applied to accept the incentive by retiring pursuant to a VERA may withdraw only if they do so prior to the irrevocable commitment date, which is September 25 for full-time employees and October 16 for part-time employees.

12. With regard to the eligibility of Electronic Technicians (ETs) and MPE Mechanics (MPEs) under the MOU, how is it going to be determined whether “the residual vacancy created as a result of the retirement or separation of the employee can be filled by a qualified employee who does not require additional training to fill the resulting vacancy”?

Response: In order for the ET or MPE to be eligible, the duty assignment to be vacated by that employee must be able to be filled by an employee who requires no additional training (i.e., needs no additional training to perform the particular duties of that assignment). In addition, for any vacancy that would result from the ET or MPE Mechanic’s retirement/separation that would need to be filled by a promotion from the Promotion Eligibility Register (PER), the employee being promoted will be deemed to “not require additional training” under the MOU as long as he/she needs no training longer than three weeks total to be able to perform the duties of that assignment. Moreover, it has been decided that ETs and MPEs who have been on full-time LWOP for over three months prior to the date of the MOU and those that are undergoing excessing shall be eligible.

13. What happens if too many retail associates at a particular location apply for the incentive?


Response: The parties recognize that there may be locations where the number of retail associates who plan to retire or separate may result in an inadequate number of trained retail associates at those locations. Under the MOU, retirement/separation dates can be delayed by the Postal Service to the extent reasonably necessary to meet operational needs, but not later than December 31, 2009.


In addition, the parties agree that at locations where at least one retail associate is opting to retire/separate pursuant to the MOU, the Employer, after having first considered the availability of relief and pool clerks to

cover the anticipated vacancies, and second, thereafter having considered the availability of qualified (possessing a live record for the window) unassigned regular employees, may choose to exercise the following option to maintain acceptable retail services:

- a. Use an expedited posting and bidding process for a vacant retail associate position(s);
- b. Send such employee(s) to the appropriate training to qualify as a retail associate; and
- c. Award the assignment, by seniority, to such employee upon his/her successfully completing the requisite training and the retirement/separation of the employee pursuant to the MOU.

It is understood that if the employee who is expected to retire/separate pursuant to the MOU in fact does not do so, then the result(s) of the above-described process is cancelled and will not result in any changed assignments. This process is not intended to deny any retail associate the opportunity for a preferred duty assignment, and the local union will be notified in advance when the Employer determines the need to utilize this process. Employee bids pursuant to this expedited procedure will not be credited as a bid pursuant to Article 12.3.A.


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