

**CLERK CRAFT  
LEAD CLERK  
QUESTIONS & ANSWERS**

*These questions and the responses are not intended to alter, amend, or change in any way the terms of the 2010-2015 Collective Bargaining Agreement.*

1. Beginning June 1, 2012, can employees from other bargaining unit crafts (mail handlers, carriers, etc) be utilized in 204-B assignments to supervise Clerk Craft employees?

**Answer:** Beginning June 1, 2012, employees from other bargaining unit crafts may be utilized as 204-Bs, supervising Clerk Craft employees, to cover supervisory absences or vacancies of 14 or more consecutive calendar days. Usage of a 204-B in this exception is normally limited to no more than 90 days.

2. Can employees from these other bargaining unit crafts (mail handlers, carriers, etc) be utilized as 204-Bs in the Clerk Craft to cover supervisor absences or vacancies of less than 14 days?

**Answer:** No.

3. Are there any exceptions to the 90 day limit in #1, above?

**Answer:** Exceptions would only be appropriate in limited situations (such as supervisor on 4 months maternity leave; supervisor on 6 months military leave; or similar situations).

4. May Clerk Craft employees be utilized as 204-Bs to supervise employees in other bargaining unit crafts?

**Answer:** Yes, Clerk Craft employees may be utilized as 204-Bs to supervise employees in other bargaining unit crafts. When doing so, these 204-B assignments would be subject to the same restrictions regarding the supervisor absence or vacancy as within the Clerk Craft.

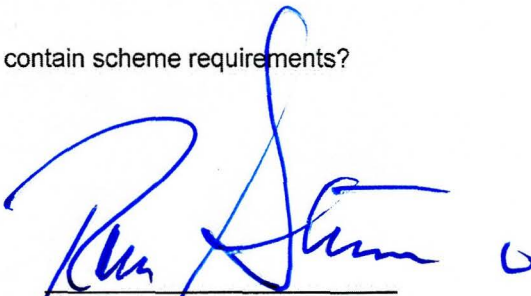
5. May Lead Sales & Service Associate duty assignments contain scheme requirements?

**Answer:** No. However, where employees are working in LSSA duty assignments which included scheme requirements that were grandfathered into the new LSSA position, those positions may continue to be required to have a scheme.

6. May Lead Customer Service Clerk duty assignments contain scheme requirements?

**Answer:** Yes.

  
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