

**CONTRACT
EXTENSION AGREEMENT**

Between

AMERICAN POSTAL WORKERS UNION, AFL-CIO

And

UNITED STATES POSTAL SERVICES

Covering

INFORMATION TECHNOLOGY/ACCOUNTING SERVICES

July 18, 2020 – May 17, 2022

TABLE OF CONTENTS

Extension Agreement

Article 2.01. Non-Discrimination

Article 8.08. Guarantees

Article 9.01. Basic Annual Salary

Article 11.01. Holidays Observed

Article 15.02. Grievance Procedure

Article 21. Benefit Plans

Article 31.02. Computer Information

Article 33.02. Promotion Procedures

Article 37.11. Senior Qualified Positions

Article 39.03. Seniority

Memorandums of Understanding

Programmer Complement

Information Technology Timekeeping

Notes

1. All memoranda, including Local Memoranda of Understanding, automatically extend through the extended term of this Agreement, May 17, 2022.
2. **Bold Face Type** in the text indicates revised or new language. Bold Face type in the headings does not necessarily indicate change.
3. This publication is an addendum to the 2019 – 2020 Extension Agreement and only includes the new extension agreements. This does not include the memoranda of understanding, letters of intent and other contractual provisions from the 2019 Extension Agreement which will continue in effect up to and including 12 midnight, May 17, 2022.

Article 2
NON-DISCRIMINATION AND CIVIL RIGHTS

Section 2.01 Non-Discrimination

- A. The Employer and the Union agree that there shall be no discrimination by the Employer or the Union against employees because of race, color, creed, religion, national origin, sex, **(including pregnancy)**, age, or marital status.
- B. In addition, consistent with the other provisions of this Agreement, there shall be no unlawful discrimination against **individuals with disabilities**, as prohibited by the Rehabilitation Act.

(See Deaf and Hard of Hearing Memo, page 88)

ARTICLE 8 HOURS OF WORK

Section 8.08. Guarantees

Employees called in outside of their regular work schedules **and who are required to report to a Center or other management-designated location (apart from the employee's approved telework site)** shall be guaranteed a minimum of four (4) consecutive hours of work or pay in lieu thereof if less than four (4) hours of work is available. Such guaranteed minimum shall not apply to employees called in during their regularly scheduled shift.

Employees called in outside of their regular work schedules who are not required to report to a Center or other management-designated location shall be paid only for the time worked.

When employees are called in on their non-scheduled day **and are required to report to a Center or other management-designated location**, they will be guaranteed four (4) hours work or pay in lieu thereof. **Employees called in on their non-scheduled day who are not required to report to a Center or other management-designated location shall be paid only for the time worked.** Employees may request early release during the guarantee period by submitting a PS Form 3971 and their timecards will only reflect actual time worked.

Section 8.09. Telephone Calls

When management determines a program operational problem exists and it necessitates calling or paging an employee, the employee shall be compensated for the duration of the call(s) or one (1) hour of pay at the applicable rate whichever is greater. Employees engaged in IT assignments may be issued an electronic device and/or laptop if a telephone call is anticipated, thus freeing employees from having to remain by their home telephones. If required to carry an electronic device and/or laptop, the employee will be paid one (1) hour at the employee's base straight time rate for each twenty-four (24) hour period or fraction thereof. This pay is in addition to compensation for actual telephone calls.

Article 9
SALARIES AND WAGES

General increases and wage increases will be applied to salary tables in place on 07/17/2020.

General increases will be consistent with the pattern established in the USPS/APWU Agreement:

Effective 01/16/2021 (PP03-2021) – 1.0% general wage increase

- If the first-year salary increase in the 2021 USPS-APWU Agreement exceeds 1.0%, this increase will be adjusted to equal the level of that amount.

Effective 01/15/2022 (PP03-2022) – 1.0% general wage increase

- If the second-year salary increase in the 2021 USPS-APWU Agreement exceeds 1.0%, this increase will be adjusted to equal the level of that amount.

Cost of Living

Semi-annual COLA continuing with base index of March 2020.

Retroactive COLA of \$395 effective 11/07/2020 (PP 24-2020)

Retroactive COLA of \$770 effective 05/08/2021 (PP 11-2021)

Retroactive COLA of \$1,560 effective 11/06/2021 (PP 24-2021)

COLA payment the second full pay period after release of the March index.

- **Rate Schedule Restructure for Grades 19 through 23 in RSC N and RSC N2**

Adjustments to the grades will be effective April 23rd, 2022 (PP10-2022).

- **A new step S will be added and will be calculated by adding 4% to the rate for step Q in effect on July 20, 2020, and by then applying that 4% value to top step Q in place as of April 23rd, 2022.**

A new step R will be added, and will be equal to step S, minus the most prevalent step for the respective grade as of April 23rd, 2022.

There will be a 36-week waiting period for advancement from Step Q to Step R and from Step R to Step S.

All other steps will be adjusted to the new steps, using the respective most prevalent step in effect as of April 23rd, 2022. For example, step R will be adjusted to equal step S, less the most prevalent step. After that, step Q will be adjusted to equal step R, less the most prevalent step. This will be done according to each of the grade's respective new steps and most prevalent step values.

Information Technology / Accounting Service Centers (IT/ASC) Schedule																		
Full-Time Annual Basic Rates																		
Effective April 25, 2020 (PP 10-2020)																		
RSC N (APWU)																		
IT/ASC GRADE	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	Most Prev. Step
6	50,172	54,047	54,671	56,714	57,365	58,019	58,667	59,324	59,970	60,618	61,265							648
7	50,485	54,404	55,040	57,103	57,763	58,416	59,075	59,733	60,382	61,041	61,697							659
8	50,811	54,765	55,411	57,483	58,153	58,818	59,482	60,145	60,810	61,480	62,144							670
9	51,104	55,100	55,769	57,867	58,565	59,248	59,930	60,623	61,308	61,994	62,679							685
10	51,459	55,493	56,191	58,327	59,037	59,747	60,457	61,163	61,878	62,585	63,303							710
11		56,125	56,849	59,042	59,796	60,545	61,295	62,039	62,787	63,536	64,287							749
12				60,235	61,004	61,771	62,539	63,305	64,072	64,833	65,605	66,365						767
13				60,963	61,765	62,566	63,369	64,174	64,980	65,779	66,585	67,389	68,189	68,995				806
14				61,852	62,693	63,531	64,371	65,218	66,059	66,898	67,741	68,581	69,427	70,271	71,114	71,951	72,791	840
15				62,819	63,707	64,612	65,500	66,394	67,282	68,178	69,063	69,959	70,847	71,740	72,628	73,517	74,404	888
16				63,898	64,861	65,800	66,758	67,706	68,650	69,604	70,552	71,501	72,451	73,404	74,351	75,306	76,260	954
17				66,903	67,933	68,950	69,972	70,997	72,013	73,040	74,055	75,079	76,099	77,124	78,136	79,163	80,187	1,027
18				68,494	69,580	70,661	71,745	72,826	73,921	74,996	76,083	77,169	78,253	79,343	80,416	81,503	82,590	1,087

Information Technology / Accounting Service Centers (IT/ASC) Schedule																		
Full-Time Annual Basic Rates																		
Effective April 25, 2020 (PP 10-2020)																		
RSC N (APWU)																		
IT/ASC GRADE	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	Most Prev. Step
19				70,077	71,222	72,371	73,510	74,661	75,811	76,953	78,097	79,244	80,388	81,541	82,683	83,829	84,974	1,145
20				71,742	73,103	74,466	75,822	77,179	78,545	79,904	81,266	82,616	83,987	85,348	86,704	88,073	89,435	1,362
21				73,591	75,078	76,568	78,052	79,531	81,026	82,507	84,001	85,485	86,971	88,459	89,944	91,427	92,917	1,490
22				76,283	77,869	79,463	81,049	82,637	84,226	85,815	87,408	88,993	90,580	92,171	93,756	95,343	96,928	1,585
23				79,819	81,486	83,150	84,818	86,483	88,153	89,813	91,481	93,152	94,813	96,479	98,147	99,812	101,478	1,668

Information Technology / Accounting Service Centers (IT/ASC) Schedule																		
Full-Time Annual Basic Rates																		
Effective April 25, 2020 (PP 10-2020)																		
RSC N2 (APWU)																		
IT/ASC GRADE	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	Most Prev. Step
19				73,264	74,164	75,065	75,966	76,866	77,766	78,668	79,570	80,470	81,371	82,271	83,170	84,071	84,974	900
20				75,016	76,126	77,235	78,345	79,451	80,562	81,671	82,779	83,888	84,999	86,108	87,216	88,325	89,435	1,109
21				76,950	78,178	79,408	80,634	81,862	83,091	84,319	85,549	86,776	88,004	89,230	90,459	91,690	92,917	1,228
22				79,776	81,097	82,416	83,734	85,055	86,374	87,693	89,014	90,332	91,652	92,973	94,292	95,609	96,928	1,319
23				83,486	84,870	86,254	87,638	89,022	90,406	91,790	93,173	94,558	95,940	97,324	98,709	100,093	101,478	1,384

Article 11 Holidays

Section 11.01. Holidays Observed

The following **eleven (11)** days shall be considered holidays for full-time employees, hereinafter referred to in this Article as “employees”:

New Year’s Day
Martin Luther King, Jr.’s Birthday
President’s Day
Memorial Day
Juneteenth
Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Christmas Day

ARTICLE 15

GRIEVANCE-ARBITRATION PROCEDURE

Section 15.02 Grievance Procedure

H. Step 3

The parties shall meet at the national level within fifteen (15) days of such appeal in an attempt to resolve the grievance. **Each party's Step 3 representative shall be responsible for making certain that all relevant facts and contentions have been developed and considered. The Union representative shall have the authority to settle or withdraw the grievance in whole or in part. The Employer's representative likewise shall have the authority to grant the grievance in whole or in part.** Following this meeting, a decision by the Employer will be rendered within fifteen (15) days. Such decision shall be in writing stating the reasons therefore **and shall include a statement of any additional facts and contentions not previously set forth in the record of the grievance appealed from Step 2.** If the Union representative believes the facts and contentions set forth in the decision are incomplete or inaccurate, such representative must, within ten (10) days of receipt of the Step 3 decision, transmit to the Employer's representative a written statement setting forth corrections or additions deemed necessary by the Union. **Any such statement must be included in the file as part of the grievance record in the case.** If the parties are not able to resolve the grievance, the Union shall be entitled to refer the grievance to arbitration. The Union shall be entitled to appeal a grievance to arbitration by providing a written notice of such appeal within thirty (30) days of receipt of the Employer's Step 3 decision.

ARTICLE 21
BENEFIT PLANS

Section 21.01. Health Benefits

Health Benefits Plan Year	% of Weighted Average	Max for any Individual Plan
2021	72%	75.00%
2022	72%	75.00%

ARTICLE 31
UNION-MANAGEMENT COOPERATION

Section 31.02. Computer Information

The Employer shall on a **biweekly** basis, provide the Union, at its national headquarters, with information containing as set forth in the MOU, regarding Article 31.

(See Bargaining Unit Information Memo, page 100)

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE
AND THE
AMERICAN POSTAL WORKERS UNION, AFL-CIO**

Re: Bargaining Unit Information

Pursuant to the provisions of Article 31 of the Agreement the Employer shall, on a **biweekly** basis, provide the Union with the following information on each employee in the Centers bargaining unit:

- | | |
|--------------------------------|--------------------------|
| 1. SSN and EIN | 19. Post Office CAG |
| 2. Last Name | 20. Rate Schedule |
| 3. First Name (Full) | 21. Nature of Action |
| 4. Middle Initial | 22. Effective Date |
| 5. Address | 23. Pay Grade |
| 6. City | 24. Pay Step |
| 7. State | 25. Health Benefit Plan |
| 8. ZIP Code | 26. Designation Activity |
| 9. Post Office Name | 27. Enter on Duty Date |
| 10. Post Office State | 28. Retire on Date |
| 11. Post Office Zip | 29. Occupation Code |
| 12. Post Office Finance Number | 30. Pay Location |
| 13. Layoff Protection Date | 31. Life Insurance Code |
| 14. Next Pay Step | 32. Handicap Code |
| 15. Retire/FICA Code | 33. TSP Status Code |
| 16. Gender | 34. TSP Deduction Amount |
| 17. Veterans Preference Code | 35. TSP Percentage |
| 18. Date of Birth | |

The Employer will provide the Union with the information above without charge.

ARTICLE 33
PROMOTIONS

Section 33.02. Procedures

- A. When an opportunity for promotion exists in a Center, an announcement shall be posted on official bulletin, **(including electronic bulletin boards)**, soliciting applications. Employees **in the Center in which the vacancy exists** meeting the qualifications for the position shall be given first consideration.

ARTICLE 37
SENIORITY

Section 37.11. Senior Qualified Positions

The following bargaining unit positions in the Centers shall be filled within the functional assignment area by the senior qualified bidder meeting the qualification standards established for the position as indicated below:

Facility Communication Technician, Sr. (Occupation Code 0332-3027) from
Facility Communication Technician (Occupation Code 0332-3023).

ARTICLE 39
VOLUNTARY TRANSFERS

Section 39.03. Seniority

A. Employees who request a voluntary transfer from one Center to another shall begin a new period of seniority. Upon completion of a two-year period, employees, including those involved in mutual exchanges, may regain all of their former bargaining unit seniority which accrued in any other Center bargaining unit or predecessor Agreement(s) provided those employees make a written request to the Management Designee in each Center to adjust their seniority standing. Such adjustment will become effective with the pay period of that employee's request, but not sooner than two (2) years.

B. Employees may also regain this seniority for preferred assignments upon completion of the two-year period cited above, provided those employees continuously hold the same occupation code in a similar functional assignment area that they held in their former Center.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE
AND THE
AMERICAN POSTAL WORKERS UNION, AFL-CIO**

Re: Programmer Complement

The Employer agrees to maintain an authorized complement of 431 bargaining unit programmers throughout 2022 extension period of the Agreement.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE
AND THE
AMERICAN POSTAL WORKERS UNION, AFL-CIO**

Re: Information Technology Timekeeping