**MEMORANDUM OF UNDERSTANDING**

**BETWEEN THE**

**UNITED STATES POSTAL SERVICE**

**AND THE**

**AMERICAN POSTAL WORKERS UNION, AFL-CIO**

**Re: Part-Time Flexible (PTF) One-Time Voluntary**

**Reassignment Opportunity**

**All part-time flexible (PTF) Clerk Craft employees on the**

**rolls on September 21, 2021, who have completed their**

**probationary period in installations with less than 100**

**career Clerk Craft employees, will be given a one-time**

**opportunity to voluntarily reassign to installations with 100**

**or more Clerk Craft employees as full-time Clerk Craft**

**employees within their current districts.**

**The parties recognize that it is in the interest of both the**

**Employer and the Union to provide PTF Clerk Craft**

**employees in installations with less than 100 Clerk Craft**

**employees the opportunity to convert to full-time status.**

**For the purpose of this Agreement, the one-time voluntary**

**reassignment of PTF Clerk Craft employees to full-time**

**status will be accomplished by assigning PTF Clerk Craft**

**employees in installations with less than 100 Clerk Craft**

**employees to full-time Clerk Craft residual vacancies that**

**remain available in installations with 100 or more Clerk**

**Craft employees after application of Item 4 of the**

**Memorandum of Understanding (MOU), Re: *Residual***

***Vacancies - Clerk Craft*.**

**A list identifying the full-time Clerk Craft residual**

**vacancies that remain available in installations with 100 or**

**more Clerk Craft employees after application of Item 4 of**

**the Memorandum of Understanding (MOU), Re: *Residual***

***Vacancies - Clerk Craft*, will be provided to the APWU**

**Director, Clerk Division, or designee. This list shall include**

**the Area name, District name, Installation (Bid Cluster)**

**name, Job Title, Job Number, Schedule/Days Off, and**

**Skills/Schemes/License.**

**The APWU Director, Clerk Division, or designee, within 30**

**days of receipt of the subject list, will provide the names of**

**eligible and minimally qualified PTF Clerk Craft employees**

**who will voluntarily reassign to those full-time Clerk Craft**

**residual vacancies.**

**A PTF Clerk Craft employee seeking to voluntarily reassign**

**pursuant to this Agreement must have an acceptable work,**

**attendance, and safety record and meet the minimum**

**qualifications for all Clerk Craft residual vacancies to**

**which they request voluntary reassignment. A PTF Clerk**

**Craft employee must qualify in his/her current installation**

**prior to being reassigned pursuant to this Agreement. A**

**PTF Clerk Craft employee who fails to qualify will remain in**

**his/her current installation as a PTF Clerk Craft**

**employee.**

**District Human Resources will complete the placement no**

**later than the first day of the third pay period following**

**selection of the employee.**