



November 14, 2022

Mr. Mark Dimondstein  
President  
American Postal Workers Union, AFL-CIO  
1300 L Street NW  
Washington, DC 20005-4128

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Dear Mark:

This letter is in regard to the jurisdictional craft determination for operation of the Small Delivery Unit Sorter (SDUS) and the Small Induction Unit Sorter (SIPS).

The SDUS and SIPS are essentially the same equipment as the Automated Delivery Unit Sorter (ADUS). The SDUS are located in Function 4 facilities and are intended to provide processing support at delivery units. The SIPS are located in Function 1 facilities and are intended to provide processing support for mail processing operations.

The SDUS and SIPS are both designed to support the automated package processing of machinable parcels/bundles to output zones based on size, weight, and destination of the parcel. The Postal Service currently has ninety-four operational SDUS machines and seventy-four operational SIPS machines and is planning to deploy fifty-one additional SDUS through February 2023. There are no additional planned SIPS deployments at this time.

The standard configuration of the SDUS and SIPS includes a manual two-feed position sorter with discharge chutes to mail transport equipment (MTE), such as wire containers or pallet boxes. The number of chutes will vary by sorter based on space availability, machine configuration, and operational need. The SDUS and SIPS can be designed for between 24 to 200 chutes.

Parcels are staged near the induction stations for easy access by the stagers. The stagers remove parcels from the staging area and position the container in place for the facer. The Loader/Facer will then singulate, face, and place the parcels onto the induction belt with the label facing up so the barcode is visible. There is no keying operation associated with the SDUS or SIPS. Both sorters collect weight and dimensions of packages and includes a Postal Furnished Equipment (PFE) Top-read camera to scan barcodes. The SDUS has the capacity for an optical character recognition (OCR) enhancement. The SIPS is equipped with the OCR. The belt carries packages to the appropriate discharge chute and pushes the package into the associated MTE. Sweepers ensure that MTEs are accurately identified with placards and removed for transfer to the appropriate dispatch area.

The duties performed on the SDUS and SIPS are similar to those performed on the ADUS, Small Parcel Sorting System (SPSS) and Automated Parcel Bundle Sorter (APBS). As with these systems, the SDUS and SIPS has loader stations which are manned by employees. These employees pull, scan, and sort large non-machinable packages, singulate/separate packages, and face/feed packages before they go through the cameras that scan and affect the distribution of the packages not previously pulled, scanned, and sorted as large, non-machinable packages. Taken together, these functions are integral to the distribution function of the machine.

For those facilities where Mail Handlers are present, the primary craft designation for the performance of duties for operation of the SDUS or SIPS is as follows:

- |   |                    |
|---|--------------------|
| 1. *Retrieval and staging of packages in swim/staging lanes for access by stagers/facers  | Mail Handler Craft |
| 2. *Removing empty equipment containers from staging area:  | Mail Handler Craft |
| 3. Retrieval of full containers from staging/swim lanes and pull, scan, and sort the large non-machinable packages from each container:   | Clerk Craft        |
| 4. Singulating/separating packages and facing/feeding packages onto induction belt:   | Clerk Craft        |
| 5. *In Function 1 (F1) operations operating a SIPS, sweeping packages (removing full containers and replacing with empty containers), includes sort plan switch out:  | Mail Handler Craft |
| 6. **In Function 4 (F4) operations operating a SDUS, monitor discharge bins and pull, scan and sort medium and large no read/no barcode packages into the proper discharge bin, including sort plan switch out: | Clerk Craft        |
| 7. *Transporting full containers to dispatch area:  | Mail Handler Craft |

\*Denotes that in offices where the associated task(s) is an integral part of the distribution function, the entire operation is a function of the primary craft performing the distribution.

\*\*The containers utilized on the SDUS have a higher capacity and do not need to be changed out as frequently in F4, as a F1 plant sortation requires for the operation of the SIPS. The employees monitoring the bins during the run can also take any of the larger no read/no barcode packages from the No Read bin and scan/sort them into the corresponding sort bin. This is integral to the efficient operation of the machine in a delivery unit environment.

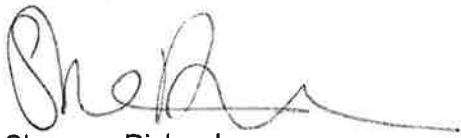
In facilities that do not include employees from the Mail Handler Craft, the primary craft designation for the performance of duties for operation of the SDUS is the Clerk Craft.

The actual number of employees required to perform the duties associated with the SDUS or SIPS at any time will be determined based on local configuration and operational needs. In the test sites where the SDUS or SIPS is already in operation and employees have been utilized for machine testing, assignment of the appropriate craft in accordance with this determination will be made as expeditiously as possible, but no later than 90 days from the date of this letter.

In accordance with the Memorandum of Understanding, *Update of Regional Instruction (RI) 399 Procedures*, dated June 26, 2018, the above stated craft designation will go into effect no sooner than 45 days from the receipt of this notice.

If you have any questions or concerns, please contact me at extension 5842.

Sincerely,

A handwritten signature in black ink, appearing to read 'Shannon Richardson', written over a horizontal line.

Shannon Richardson  
Director  
Contract Administration (APWU)