



September 10, 2024



NOTIFICATION ISSUED TO THE UNIONS ON S&DC ACTIVATION AND DEPLOYMENT OF EQUIPMENT IN THE WESTERN REGION.FOR 2025. THE DEPLOYMENT CAN LIKELY SPARK ISSUES RELATED TO RI 399 DISPUTES. LOCALS ARE FOREWARNED TO BE PROACTIVE

SUBJECT: S&DC Update

Dear Parties:

In accordance with Paragraph 11 of the June 26, 2018, Memorandum of Understanding (MOU), Re: Update of Regional Instruction (RI) 399 Procedures, this is official notification of operational changes and/or consolidated facilities due to the implementation of Sorting and Delivery Centers (S&DCs).

As previously informed, the purpose of creating S&DCs is to reduce transportation and mail handling costs, as well as provide Postal customers with additional services. The S&DCs will allow for easier standardization and management of operations while improving building and operating conditions for employees.

Enclosed is a copy of the prior notice sent to your National President, dated July 12, which identifies the hub and spoke offices for February 2025. The expected implementation date for the subject S&DCs is February 22, 2025.

The S&DCs are scheduled to receive a Small Delivery Unit Sorter (SOUS). Some of the spoke offices currently have an Automated Delivery Unit Sorter (ADUS) or SOUS. Following implementation of the S&DC, the ADUS or SOUS is scheduled to be removed from the spoke office.

Jurisdictional changes as a result of the above referenced operational changes and/or consolidated facilities, will go into effect no sooner than 45 days from receipt of this notice.

Please contact me at 412-889-2149 or Tracy.A.Wood@usps.gov if you have any questions concerning this matter.

Sincerely,

Tracy A. Wood
Labor Relations Specialist
RDRC WestPac Region

Attachments

cc: District Manager, Labor
File

THESE MACHINE UPDATES IN RETAIL OPERATIONS AND AT THE MAIL PROCESSING OPERATIONS INCLUDE DEPLOYMENTS RELATED TO THE ACTIVATION OF S&DCS IN FEBURARY 2022. SOME S&DCS ARE BEING RENAMED. (RI 399 educational info provided on page 5 & 6)

SUBJECT: S&DC - Machine Update

MACHINE DEPLOYMENTS F4

Install Type	Site Type	Facility Name	State
SDUS+	S&DC	PHOENIX - RIO SALADO FACILITY	AZ
SDUS+ Retrofit		GOLDEN - MAIN OFFICE	CO
SDUS+ Retrofit		OLYMPIA - Hub Station	WA
SDUS+ Retrofit		PALO ALTO - MAIN OFFICE	CA
SDUS+ Retrofit		IRVINE - MAIN OFFICE	CA
SDUS+ Retrofit		CHULA VISTA - MAIN OFFICE	CA
SDUS+ Retrofit		STOCKTON - WEST LANE STATION DDC	CA
SDUS	DU	KALISPELL	MT
SDUS	DU	THOUSAND OAKS	CA
SDUS+	DU	GARDEN GROVE - MAIN OFFICE	CA
SDUS+	S&DC	EL MONTE - MAIN OFFICE	CA

MACHINE DEPLOYMENTS F1

Site	Task
Boise RPDC	Relocate LCTS
Boise RPDC	Install Ball Decking for THS
Boise RPDC	AFCS LMS Upgrade
Eugene LPC/SDC	LOG Demolition
Eugene LPC/SDC	DBCS 6 Move
Eugene LPC/SDC	DBCS 2 Move
Eugene LPC/SDC	DBCS 2 Expansion
Eugene LPC/SDC	DBCS 3 Move
Eugene LPC/SDC	DBCS 11 (future 5)
Eugene LPC/SDC	DBCS 3 Expansion
Eugene LPC/SDC	DBCS 7 Move
Eugene LPC/SDC	Relocate LCREM

Eugene LPC/SDC	DIOSS 1 Move
Eugene LPC/SDC	DIOSS 1 Expansion
Eugene LPC/SDC	DBCS 8 Move
Eugene LPC/SDC	DBCS 9 Move
Eugene LPC/SDC	DBCS 9 Expansion
Eugene LPC/SDC	DBCS 8 Expansion
Eugene LPC/SDC	DBCS 10 (Future 4) Move
Eugene LPC/SDC	DBCS 7 Expansion
Eugene LPC/SDC	DBCS 6 Expansion
Eugene LPC/SDC	DBCS 5 Expansion
Eugene LPC/SDC	DBCS 4 Expansion
Medford LPC/SDC	Remove LMS
Medford LPC/SDC	Remove LCUS
Medford LPC/SDC	LOG Demolition
Medford LPC/SDC	Remove remaing DBCS/DIOSS
Medford LPC/SDC	Relocate LCREM
Medford LPC/SDC	Relocate and Expand DIOSS
Medford LPC/SDC	Relocate and Expand 2 DBCS
Portland RPDC	Finger Dock Installation
Portland RPDC	TTS Modification
Portland RPDC	HSTS Install
Portland RPDC	Relocation of HAZMAT Cage
Portland RPDC	Ball Decking Installation
Portland RPDC	Finger Dock Installation
Eugene LPC/SDC	LOG Demolition
Boise RPDC	Relocate LCTS
Portland RPDC	TTS Modification
Boise RPDC	Install Ball Decking for THS
Portland RPDC	HSTS Install
Eugene LPC/SDC	DBCS 6 Move
Eugene LPC/SDC	DBCS 2 Move
Eugene LPC/SDC	DBCS 2 Expansion
Medford LPC/SDC	Remove LMS
Medford LPC/SDC	Remove LCUS
Eugene LPC/SDC	DBCS 3 Move
Eugene LPC/SDC	DBCS 11 (future 5)
Eugene LPC/SDC	DBCS 3 Expansion
Portland RPDC	Relocation of HAZMAT Cage
Medford LPC/SDC	LOG Demolition
Eugene LPC/SDC	DBCS 7 Move
Eugene LPC/SDC	Relocate LCREM

Portland RPDC	Ball Decking Installation
Eugene LPC/SDC	DIOSS 1 Move
Eugene LPC/SDC	DIOSS 1 Expansion
Eugene LPC/SDC	DBCS 8 Move
Eugene LPC/SDC	DBCS 9 Move
Eugene LPC/SDC	DBCS 9 Expansion
Eugene LPC/SDC	DBCS 8 Expansion
Eugene LPC/SDC	DBCS 10 (Future 4) Move
Eugene LPC/SDC	DBCS 7 Expansion
Eugene LPC/SDC	DBCS 6 Expansion
Eugene LPC/SDC	DBCS 5 Expansion
Eugene LPC/SDC	DBCS 4 Expansion
Medford LPC/SDC	Remove remaing DBCS/DIOSS
Medford LPC/SDC	Relocate LCREM
Medford LPC/SDC	Relocate and Expand DIOSS
Medford LPC/SDC	Relocate and Expand 2 DBCS
Boise RPDC	AFCS LMS Upgrade

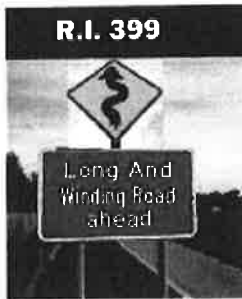
MACHINE INSTALLATION

Location	APPS #
West Sacramento P&DC	1
Los Angeles P&DC	1
Los Angeles P&DC	2
San Bernardino P&DC	1
Anaheim P&DC	1
Santa Clarita P&DC	1
M.L. Sellers P&DC	1
West Valley P&DC	2
West Valley P&DC	1
Albuquerque P&DC	1
Denver NDC	1

PASS LITE

Unit name	Formalized S&DC Name (Hub Only)
BEAVERTON - EVERGREEN CARRIER UNIT	Beaverton OR SDC
CHULA VISTA - MAIN OFFICE	Chula Vista CA SDC
EVERETT - P&DF/NORTH DDC	Everett WA SDC
GOLDEN - MAIN OFFICE	Golden CO SDC

IRVINE - MAIN OFFICE	Irvine CA SDC
OXNARD - MAIN OFFICE & VMF	Oxnard CA SDC
PALO ALTO - MAIN OFFICE	Palo Alto CA SDC
PASCO - P&DF	Pasco WA SDC
PHOENIX - RIO SALADO FACILITY	Phoenix Rio Salado AZ SDC
SALEM - P&DF/VMF	Salem OR SDC
STOCKTON - P&DC STC VMF	Stockton Airport CA SDC



R.I. 399

The decades old competition for jobs will escalate even more so under the current plans of the PMG.

At local processing plants, RPCs, RNDCs, and SDCs the contest for jurisdiction will be intense. The connection between Article 4, 7 and 12 will require intense focus at all levels of the Union but especially at the Local level.

Regional Instruction 399 (RI 399) will require intense application. In 1992 an MOU was signed by APWU, LIUNA MHD and USPS with an updated MOU being reached in 2018. National's guidance expresses the need for the Local leadership to understand the procedures for RI-399.

- Both the '92 and 2018 MOUs still apply. However, if there is a conflict in the language the 2018 MOU will prevail.
- The intent of RI 399 was and is, to establish a process addressing disputes over the jurisdiction of work between APWU, LIUNA as assigned by USPS. It is a "tri-party" agreement that is suppose to work through committees at the Local, Regional and National levels.
- **At the Local level** the Local President appoints the Local Dispute Resolution Committee (LDRC) APWU representative by sending a written notification to the Installation Head along with contact information.
- ⇒ Each facility in the Local should have a designated APWU representative on that LDRC. Whether the same appointed rep will serve on the various LDRCs is at the discretion of the Local President.
- ⇒ It is not required that the APWU Rep be only in the Clerk Division. Maintenance and MVS reps can also be named.

The Local President requests, from the USPS, who the other USPS/LIUNA Reps are.

- **Monthly Local Meetings** between the Local President, Craft Officers and the LDRC Rep internally should be held to discuss current jurisdictional disputes including reviewing any Article 7 grievances on appeal.
- **LDRC meetings should meet monthly** on the last Wednesday of the month at 10am or at a different date and time as mutually agreed to. The 2018 MOU requires monthly meetings. "a. the LDRCs SHALL meet at 10:00am local time on the last Wednesday of every month (other than December), at which time the three parties shall discuss any issues covered by the RI 399 procedures, including but not limited to, new work, new or consolidated facility(ies), or operational changes in advance of the meeting." (or more frequently, as they mutually agree)
- ⇒ If management fails to or refuses to schedule and conduct regular monthly meetings contact the Regional level.

OPERATIONAL CHANGES

- BEFORE any local level operational change occurs at a facility, USPS is required to issue to the LDRC a written letter, at least 14 days before implementation of the change, stating the exact change and any impact to other operations facility wide. Also, where that mail is flowing from.
- ⇒ The Local Rep should make an onsite inspection of the operation. Determine what mail is to be run on what equipment and if non-machinable mail will be processed. Also if clerks processed that mail but were not considered when jurisdiction was determined at the National level. If so, a dispute can be initiated locally. **Get guidance!**
- ⇒ Local stewards should be notified and trained to report any/all operational changes to Local leadership for discussion at the internal union meeting with the Union LDRC Rep.
- ⇒ The failure of USPS to issue advance notification or failure to specify exact change(s) triggers a local dispute. Improper designations trigger a local dispute. **Disputes must be filed within 21 days of the date the Union first learned or may reasonably have learned of the disputes cause.**
- ⇒ If proper advance notice is issued the operational change should be discussed at the next scheduled LDRC meeting. If USPS assigns jurisdiction to LIUNA the APWU LDRC rep should file a dispute.

NEW OR CONSOLIDATED FACILITY

- Local USPS is to notify the LDRC at least 45 days prior to any new or consolidated facilities being implemented or occurring at the local level. The 2018 MOU specifies that HQ USPS is to issue a memo to local managers that they are required to issue notification to the LDRC.



⇒ Sortation & Distribution Centers (SDCs) are such new or consolidated facilities.

⇒ The LDRC is to create an inventory of jurisdictional assignments at the facility within 90 days of the facilities activation. A determination should be made if jurisdictional assignments existed in the previous facility. Only the designated LDRCs can sign off on the inventory.

⇒ In an SDC when notification is made, an on site inspection is necessary. This should be a joint inspection. Where there were no Mail handlers in previous offices the claim for all work should be made by APWU.

- ⇒ The designation can be discussed at the monthly LDRC meeting. However, if the parties are not able to agree on craft jurisdiction a dispute must be initiated within 21 days of the date in which the APWU first learned or may have reasonable have been expected to have learned of its cause.
- ⇒ If the 45 day notice was not issued to the local parties a dispute should be filed.

NEW WORK AT THE LOCAL LEVEL

- When new work enters an installation local managers are required to notify the LDRC at least 45 days prior to implementing work that had not previously existed in the installation. [The National Union's guide states installation and not facility. Based on context it can also apply to a specific facility.]
- ⇒ The same procedures for determining craft jurisdiction as for new or consolidated facilities apply. [see the 1979 RI 399 Guidelines Section II [2] E. If agreement is not reached it can be discussed at the monthly meeting but if there is a dispute it must be filed within 21 days of the date APWU first learned of the dispute.

A special meeting to discuss changes, new work, new facilities can be mutually agreed to. However, ALL disputes must be timely filed.

Dispute forms must be completely filled out and filed with ALL current LDRC members.

(SEE APPENDIX B)

ISSUED AS AN EDUCATIONAL TOOL. FOR MORE INFORMATION SEE THE ART OF ARTICLE 12 REGIONAL BOOKLET. NOT INTENDED TO SET POLICY OR PRACTICE.