



# The Satchel



Volume 17

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Issue 4

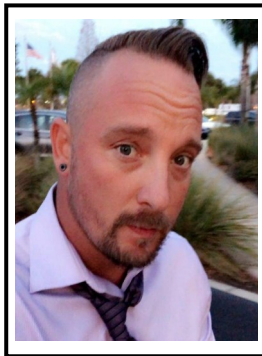
OFFICIAL PUBLICATION OF

## THE HEART OF FLORIDA LETTER CARRIERS, BRANCH 1779 NALC, AFL-CIO

ARCADIA-AUBURNDALE-BARTOW-FT. MEADE-FROSTPROOF-HAINES CITY-LAKELAND-MULBERRY-SEBRING-WAUCHULA-WINTER HAVEN-ZEPHYRHILLS

### President's Message

#### HANDBOOK M-41



Josh Breault  
President

There are a litany of handbooks and manuals that govern the United States Postal Service and the employees that work for them. The more familiar we are with them, the better equipped we are to not only do our job, but to stand up to management. Aside for the National Agreement, there is the Joint Contract Administration Manual (JCAM) that explains the contract in Layman's Terms. The Employee Labor Relations Manual (ELM) describes

itself as "a critical understanding and implementing the programs and processes that contribute to..." the goal of providing a successful, affordable, reliable, universal service. The Handbook M-39 is Management's handbook for delivery services. Today, we will be talking a little about the M-41, as it is our handbook.

The M-41 is City Delivery Carrier's Duties and Responsibilities. It outlines exactly how we should be doing our job and a copy should be at every case in the route book. Reading the M-41 will not only give you better knowledge of how to complete your duties, but it may also just save your route from being added to. When we learn from management and other carriers, we are most likely learning how to cut corners, as opposed to how to complete our assignment correctly.

You may have heard management say the term "18 and 8". Section 121 of the M-41 states that the maximum time allowance for casing letters is 18 per minute and 8 per minute of other sized mail. This is referred to as "standards" and is what management uses when adjusting your route. You may have heard management say that if you do not have mail for a customer, you shouldn't stop, even if the flag is up. This is wrong and is averse to the M-41. Section 122.12 states, "Collect mail from street letterboxes and accept letters for mailing from customers." If you have a customer that has outgoing mail, you stop and pick it up. We don't skimp on service to save time. This includes businesses that most likely have mail.

Section 131.4 discusses reporting requirements. If you are not able to complete your route in 8 hours, you should be

filling out a PS Form 3996 EVERY TIME. You can also request a copy for your records. If management tells you to curtail ANY mail, you should be asking for a PS Form 1571 and requesting a copy EVERY TIME. These forms protect you, so make sure you ask for a copy.

What are you supposed to do when casing a new route? Section 224.11 states, "Study for a few minutes the streets and numbers in the order the route is served, from left side of lowest shelf of letter separations to right side of top shelf." 224.14, 15 states, "After 5- or 10-minutes study, with the delivery pattern fixed in mind, sort the mail for the rows learned and separate the balance on the case ledge by streets or blocks — each street or block of street in a separate pile. After all the letter mail has either been distributed in the rows, and/or sorted on the ledge, sort the mail for the next street which appears on the separations of the next row. Repeat this procedure, street by street and row upon row, until all the mail has been distributed." You will never hear that from a supervisor. They consider it a "time wasting practice". It is not. It is how we are supposed to be doing our job.

Your arrow keys and "accountable" mail are just that... accountable items. M-41 Section 261 annotates how they should be handled. If the arrow keys are out in the open, in the middle of the workroom floor where anyone can grab them with no accountability, it is not an accountable item and I will not be signing for it. In Lakeland, we have a precedent setting Formal A resolve stating that no one will be disciplined for a lost arrow key if an accountable clerk did not bring it around to be signed for. Management's responsibility is to keep those keys secure. If you do sign for an arrow key, which you should be doing when it is brought to you, do not put that key back without someone clearing you. Your signature makes you accountable for that item.

Section 41 of the M-41 discusses P.M. Office Time. I won't reiterate this section again, but management's "You have 5 minutes" or "drop and go" is not in line with this section. You have specified P.M. office duties that you should be doing every day, as well as wash-up time in accordance with Item 1 of your LMOU. Do not fail to complete your P.M. office duties to make management's arbitrary expectations! It takes what it takes.

(continued on page 4)

**The Satchel** is published monthly by The Heart of Florida Letter Carriers, Inc., Branch 1779 NALC, AFL-CIO. The opinions expressed in this publication are those of the writers and not the Editor of The Satchel. Articles for publication must be submitted to the Editor on the Friday following the monthly Union meeting, articles and pictures must be submitted digitally. Minutes from the previous month will appear on page 3. Any part of **The Satchel** may be published by other news media. Contact the Editor at: nalcjohn1779@gmail.com, or at the mailing address on the back cover for inquiries.



## **Branch 1779 Officers and Staff**

**Branch Phone: 863-899-6821**

**Joshua Breault – President**



### **Officers:**

Executive V.P.	Kira Munn	813-494-0503
Vice President	Melissa Ross	813-343-1748
Secretary/Treasurer	Stacey Logue	863-617-3766
Asst, Sec/Tres	Barbara Meurer	863-808-3936
Recording Sec.	Tony Norris	863-648-4265
SGT-AT-ARMS	Robert Ross	813-343-3766
Health Benefits	John W. Mitchell	863-651-9429
Mutual Benefits	Branch number	863-899-6821
Trustee	Bill Rokosz	413-627-9559
Trustee	Aliyah Viruet-Smith	813-593-6889
Trustee	Kira Munn	813-494-0503

### **Committees:**

Building Com. Chr.	Barbara Meurer	863-808-3936
Director of Comm.	John W. Mitchell	863-651-9429
Food Drive	Barbara Meurer	863-808-3936
Route Analysis	Branch number	863-899-6821
Director of Education	John W. Mitchell	863-651-9429
Benevolence Chair	Barbara Meurer	863-808-3936

MDA	Stacey Logue	863-617-3766
OWCP	Melissa Ross	813-343-1748

### **Shop Stewards:**

Arcadia	Bill Rokosz	413-627-9559
Auburndale	Josh Breault	863-205-0992
*Alternate	Tony Norris	863-648-4265
Bartow	Tony Norris	863-648-4265
Ft. Meade	Melissa Ross	813-343-1748
Frostproof	Melissa Ross	813-343-1748
Haines City	Melissa Ross	813-343-1748
Sebring	Melissa Ross	813-343-1748
Zephyrhills	Melissa Ross	813-343-1748
Mulberry	Josh Breault	863-205-0992
Wauchula	Melissa Ross	813-343-1748

### **Lakeland:**

Downtown – 01/15	Kira Munn	813-494-0503
*Alternate	Josh Breault	863-205-0992
Downtown – 03	Kira Munn	813-494-0508
*Alternate	Josh Breault	863-205-0992
Main Office	Kira Munn	813-494-0503
*Alternate	Josh Breault	863-205-0992
Southside	Josh Breault	863-205-0992
*Alternate	Karl Yungbluth	330-980-1996

### **Winter Haven:**

Main Office	Nick Roller	863-206-9787
*Alternate	Tony Norris	863-648-4265
Florence Villa	Tony Norris	863-648-4265
*Alternate	Nick Roller	863-206-9787

### **Have you visited the Branch website yet?**

**NALC1779.com**

The website is your immediate link to a wealth of information at your fingertips. If you are a member of the branch, and you haven't signed up yet, all you need to do is log on and an email will be sent for verification. Once you've been verified you'll have access to all the member benefits of the page.

Also, the branch website is the **ONLY** location for the Zoom link to the monthly meeting, so visit and sign in today!

**NALC1779.com**



### **Branch Address:**

Union Hall - 2434 Golfview St, Lakeland, FL 33801

Follow us on Facebook:

Branch 1779 National Association of Letter Carriers

Look for us on YouTube!

Visit the Branch's website:

[nalc1779.com](http://nalc1779.com)



## EXECUTIVE MEETING MINUTES March 9, 2023

Members present: Josh Breault, Barbara Meurer, Stacey Logue, Melissa Ross, Kira Munn, Tony Norris, John Mitchell, Nick Roller, Enrique Rosado, Aliyah Viruet-Smith and Robert Ross.

Motions from the Executive Board: To approve expenses for up to \$150.00 for OWCP training for 30 people.

To approve expenses up to \$150.00 for refreshments for April membership and steward training.

To accept retired letter carrier transfer Gerald Miklevcic into the branch.

Tony Norris, Recording Secretary

Seconded by Aliyah Smith, motion passed.

Barbara Meurer made a motion to purchase 25 food drive posters for \$15.00.

Seconded by Cory Gibson. Barbara Meurer amended the motion to 50 posters for \$25.00. Cory seconded amended motion. The motion passed.

Barbara Meurer made a motion to buy 200,000 food drive bags for \$4,200.00 receipted expenses for 2023 food drive on second Saturday in May.

Seconded by Chris Armstrong, motion passed.

New members that were voted into Branch 1779 are:

Russel King, from the Lakeland P.O.

Angel C. Torres, Jamala Horton, Nataly Marmole from the Sebring P.O.,

Juan Qurles, Marcelino Oruma and Darian Palonia from the Winter Haven P.O.

Edward Boan from the Wauchula P.O.

Chris Armstrong gave a blood bank report, and told us how blood is sorely needed in all locations.

Stacey Logue read the financial report for March 2023.

Chris Armstrong made a motion to adjourn at 834 pm. Seconded by Kira Munn, motion passed.

Tony Norris, Recording Secretary

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## BRANCH MEETING MINUTES March 16, 2023

President Josh Breault, opened the meeting with 17 members present, 9 in person and 8 via zoom.

The Pledge of Allegiance was followed by a moment of silence.

Chris Armstrong made a motion to accept the meeting minutes from the Feb. meeting as they appear in the branch newsletter. Seconded by Kira Munn, motion passed.

Recommendations from executive board in the form of a motion: To approve expenses for food and refreshments up to \$150.00 for OWCP training for 30 people on April 7 and 8, 2023.

Seconded by Chris Armstrong, motion passed.

To approve expenses up to \$150.00 for refreshments for April 16 membership and steward training.

Seconded by Aliyah Viruet-Smith, motion passed.

To accept retired letter carrier transfer Gerald Miklevcic into the branch.

Seconded by Enrique Rosado, motion passed.

To pay travel, 1 and ½ days per diem one night lodging and 2 days seminar allowance for Enrique Rosado, Nick Roller and Megan Hart to attend the training portion of the FSALC convention in August 2023.

Seconded by Aliyah Viruet-Smith, motion passed.

Cory Gibson made a motion to raise the seminar allowance from \$100.00 to \$125.00 until the branch bylaws are changed.

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## SECOND SATURDAY IN MAY!



**Volunteers are always welcomed. If you have family or friends that want to volunteer contact your steward today!**



(continued from cover)

That being said, if you are instructed to clock out within 5 minutes, follow the instruction, ask to see your steward who will file an Article 19 grievance for management instructing you to violate the M-41.

We have a copious amount of knowledge at our disposal. Knowing your rights and responsibilities will make your career that much easier. You can find a full array of the handbooks and manuals on the NALC app or on NALC.org. Knowledge is power. Make your life easier!

I've asked our editor to include information on the Letter Carrier Political Fund, you all know how much I love politics, so it must be important. Please take the time to read the information and contribute.

In solidarity,

*Josh*



It is important to understand where we have come from within the halls of the labor movement and where we do not want to return. Our right to collectively bargain comes from an Executive Order signed by President Kennedy.

*Executive Order 10988 issued as result of the findings of the Task Force on Employee-Management Relations in the Federal Service, which was created by a memorandum issued to all executive department and agency heads by President Kennedy on June 22, 1961. In this memorandum the President noted that, "The participation of employees in the formation and implementation of employee policy and procedures affecting them contributes to the effective conduct of public business," and that this participation should be extended to representatives of employees and employee organizations.*

Prior to this Executive Order, carriers often were at the mercy of the postmaster as to who got raises and when. With this executive order in place, the NALC could start bargaining on behalf of ALL letter carriers for better wages, benefits and working conditions. Keep in mind, the USPS is still under the purview of Congress, and as many have said before, what Congress gives, they can take away with the stroke of a pen. Hence the NALC created it's first Political Action Committee or PAC.

It was called Committee On Letter Carrier Political Education or COLCPE. Quite a cumbersome

tongue twister to say the least. he name was changed to The Letter Carrier Political Fund (LCPF) has been in existence for many years now.

So what does LCPF do? It helps ensure our voice is heard in the halls of Congress. Even if you despise politics, it is essential that you are aware we are ultimately beholden to Congress and having a voice in those halls is a benefit. Think of it as job insurance. You pay dues for representation, and the union protects your job from the USPS. Contributing to the LCPF helps protect your jobs, benefits and wages in the halls of Congress.

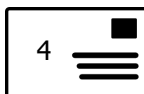
Union dues CANNOT be used towards the Letter Carrier Political Fund (LCPF), this is mandated by Federal Law. Whether you like it or not, politics and the Postal Service have gone hand in hand for decades. Because of this, Letter Carriers need to be able to compete with the private businesses when it comes to contributions to members of Congress that are friends of Letter Carriers and working families. For the record, the LCPF is non-partisan political action committee that represents Letter Carriers on Capital Hill. The LCPF gives to both sides of the "aisle", to members that are Letter Carrier friendly. Labeling political parties as party affiliation is not important, whether or not they are a friend to us is what is important. We need these friends in Congress that can help the fight to keep good paying jobs, benefits and the ability to bargain collectively.

A fantastic example of this was the passage in April of 2022, landmark Postal Legislation ensuring the stability of the USPS for years to come. This was direct efforts by the NALC and Letter Carriers doing the work. That's right, Letter Carriers are the ones who are actually doing the work, knocking on the doors in the halls of Congress. Making the calls and fighting for us in D.C! The only way this happens is by your contributions. So now for the disclaimer:

***By making a contribution to the Letter Carrier Political Fund, you are doing so voluntarily with the understanding that your contribution is not a condition of membership in the National Association of Letter Carriers or of employment by the Postal Service, nor is it part of union dues. You have a right to refuse to contribute without any reprisal. The Letter Carrier Political Fund will use the money it receives to contribute to candidates for federal office and undertake other political spending as permitted by law. Your selection shall remain in full force and effect until cancelled. Contributions to the Letter Carrier Political Fund are not deductible for federal income tax purposes. Federal law prohibits the Letter Carrier Political Fund from soliciting contributions from individuals who are not NALC members, executive and administrative staff or their families. Any contribution received from such an individual will be refunded to that contributor. Federal law requires us to use our best efforts to collect and report the name, mailing address, occupation and name of employer of individuals whose contributions exceed \$200 per calendar year. Any guideline amount is merely a suggestion, and an individual is free to contribute more or less than the guideline suggests and the Union will not favor or disadvantage anyone by reason of the amount of their contribution or their decision not to contribute.***

That's it in a nutshell, the next move is on you, and we are hopeful you will make the choice to donate. Donating is easy and quick, all you have to do is contact any officer of the branch and we will help you sign up. The other option is to stop by the branch at the next union meeting and we can do it there!

Solidarity means we are all in this together!



## BY THE BOOK



John W. Mitchell  
President Emeritus  
Health Benefit Plan Rep

My first article written for this newsletter was in late 2005 or early 2006, I forget which, but President Breault asked me if I would write another article so I decided to resurrect my old column "By The Book", and have this article as my offering.

What is overtime? Overtime is the hours worked in excess of your normal work day or week. In our National Agreement, overtime falls under Article 8, which happens to be the most aggrieved article nationally.

Per our contract, **"Overtime pay is to be paid at the rate of one and one-half (1 1/2) times the base hourly straight time rate."**

Simple enough, right? Well the payment of overtime isn't usually the issue, how management doles out the overtime is. For the City Letter Carrier Craft, within our branch, there are three classifications of employees in regards to overtime. First you have carriers who do not wish to work overtime, these are considered "8 hour carriers". Next you have carriers who desire to work overtime on the route they are assigned to, these are "work assignment carriers". The final category are the carriers who wish to work overtime, period! These carriers are on the overtime desired list (no special name for them, sorry folks that's the way it is).

Now, each of these three categories have rules that pertain to them and how overtime is to be handled. We'll begin with the "8 hour" folks. During a regularly scheduled work day management has the obligation to provide auxiliary assistance to these carriers to ensure they do not work over 8 hours. The JCAM page 8-15 states:

**Management must seek to use all of the following to provide auxiliary**

**assistance:**

- **PTFs at the straight-time or regular overtime rate**
- **CCAs at the straight-time or regular overtime rate**
- **available full-time regular employees such as unassigned or reserve**

**regulars at the straight-time rate**

- **full-time carriers from the ODL at the regular overtime rate**

It is easy to see that management must use all available help for those only wishing to work 8 hours (PTFs and CCAs). There is an exception to this, in a situation where the payment of "penalty overtime" (two times the base hourly straight time rate) would arise, management may require an "8 hour carrier" to carry their own overtime on their assignment. However, management must exhaust the auxiliary assistance to 10 hours first.

signed. For instance, the route they are assigned to gets a second set of full coverage circulars which will require additional time to deliver, the work assignment carrier wants this overtime and should get it. A work assignment carrier **should not** be forced to carry overtime off their assignment. A "work assignment carrier" is not entitled to work their non-scheduled day, this would be the assignment day of their T-6 and therefore does not qualify.

Finally, we'll discuss the overtime carriers. These carriers want to work available overtime on other assignments and are available for overtime on their day off. Here's something I bet you didn't know, as an overtime carrier you can't turn down overtime with a few exceptions"

**"Article 8.5.E: Exceptions to C and D above if requested by the employee may be approved by local management in exceptional cases based on equity (e.g., anniversaries, birthdays, illness, deaths)."**

That means if you are scheduled to work overtime, you work the overtime. National Arbitrator Mittenenthal's award states:

**"that an employee on the ODL does not have the option of accepting or refusing work over eight hours on a nonscheduled day, work over six days in a service week or overtime on more than four of the five scheduled days in a service week;"**

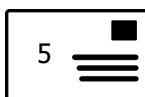
Like I said earlier, if you are an overtime carrier you work the overtime. Obviously, there are circumstances where management may excuse an overtime carrier from working, but those are limited. Keep in mind that regular carriers have four opportunities each calendar year to change the list they are on. The JCAM explains it as:

**"Full-time letter carriers, including full-time flexibles, who want to work overtime may place their names on either the "Overtime Desired List" or the "Work Assignment List," but not both. Carriers may sign a list or switch between lists only during the two weeks prior to the beginning of the calendar quarter."**

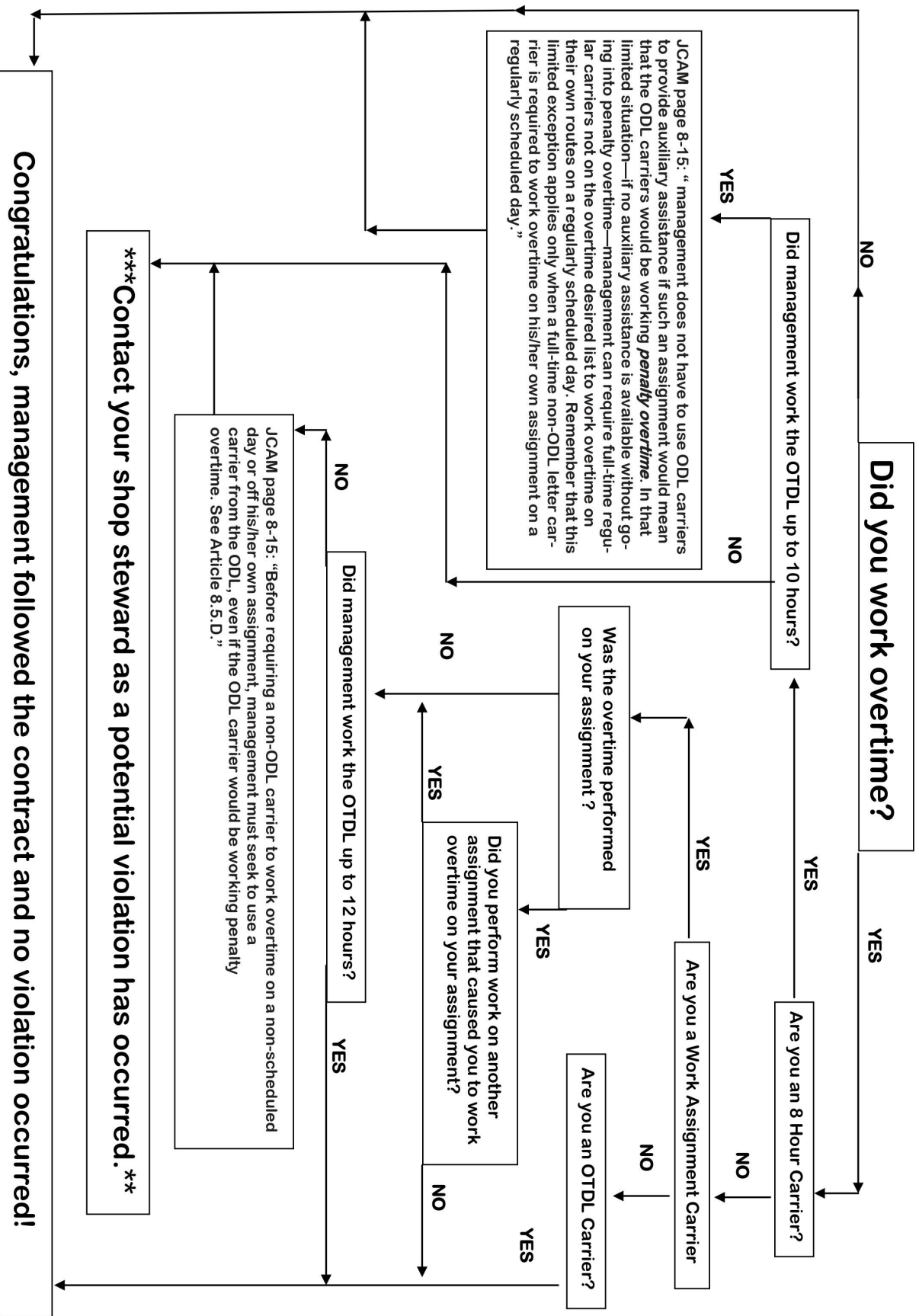
So each regular has an opportunity to select what list they will be on for each quarter and need only sign the list once each year unless they choose to change their designation during or for the next quarter (sorry my Brother and Sister CCAs, your turn will come but for now you are the help). One more thing, a non-overtime carrier **may not volunteer** to carry anything past 8 hours or off their assignment unless management is forcing carriers not on the list to work overtime. In this very rare and limited situation, a carrier may volunteer in order to keep another carrier from being **forced**. We have barely scratched the surface on Article 8, don't think that this is all it contains. My suggestion is always this, if you are not sure, or it doesn't sound legit, ask your steward. Finally I have included an "Overtime Violation" flowchart on page 6 of this issue. We will discuss it in depth at the training and all members are welcomed to attend. That's all for now, until next time...

*John*

"Work assignment carriers" are carriers who want to work the overtime that is on the route they are as-



# Is it an Overtime Violation?





**The Heart of Florida Letter Carriers**  
**Branch 1779 NALC, AFL-CIO**  
**\$1000.00 Scholarship Application 2023**



\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Branch 1779 Member's Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Station/Office Employed

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Phone (Include area code)

\_\_\_\_\_  
Phone (Include area code)

\_\_\_\_\_  
Date of Graduation or year in High School

Retired:            Yes   No

\_\_\_\_\_  
College you have been accepted by

\_\_\_\_\_  
Email

\_\_\_\_\_  
Signature of NALC Member (or spouse if deceased)

\_\_\_\_\_  
Date

---

**Scholarship Regulations**

- The Branch will award a total of two (2), one-thousand dollar (\$1,000) scholarships annually, one to a male child, and one to a female child of members in good standing.
- Applicants must be High school seniors or students currently enrolled in college. Grandchildren of members in good standing are also eligible to apply for and receive a Branch scholarship.
- All scholarship applications must be mailed to Branch 1779 with a clear postmark no later than February 10th of each year.
- A drawing to determine the winners will be held at the February Branch meeting, and subsequently announced in the Branch newsletter.
- First runners-up shall be chosen in the event a winner is unable to accept the scholarship. In the event there are no applicants in either the male or female category, the first runner-up in the category with applicants shall be awarded the second scholarship.
- Scholarship amounts shall be paid directly to the college or institution that the winner(s) are enrolled in.

**The Heart of Florida Letter Carriers**

Branch 1779 NALC, AFL-CIO

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Lakeland, FL 33801



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**Branch Notes:**

***Branch Phone Number 863-899-6821***

***Next Union Meeting is April 20, 2023 @ 7:30 p.m.***

***Your hall is located at 2434 Golfview St, Lakeland, FL - Doors open at 5:00 pm***

**Upcoming Branch Training dates:**

***Sunday April 16<sup>th</sup>, 2023***

***Membership Training 10 am – 11:30 pm,***

***Steward Training 12 pm – 2 pm -***

**We hope to see you there!**



**Do you know of a member that is not getting their copy of The Satchel newsletter? If so, let your steward know so we can get them on the mailing list!**