



National Postal Mail Handlers Union

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Vice President
Southern Region

Don J. Sneesby
Vice President
Western Region

December 3, 2018

TO: All Local Unions
National/Regional CAD

FROM: Paul V. Hogrogian, National President ^{PVH}
Teresa Harmon, Manager, CAD ^{T.H.}

RE: National Day of Mourning: George H. W. Bush

Postmaster General Megan Brennan has declared Wednesday, December 5, 2018, as a Day of Mourning to commemorate the passing of former President George H. W. Bush. Postal facilities either will be closed or on limited operations, in accordance with the December 3rd USPS Link (attached).

In 1998, we obtained a national arbitration award that granted all mail handlers administrative leave (even if they were not scheduled to work) for the Day of Mourning declared by former President Clinton and then Postmaster General Runyon upon the passing of former President Richard Nixon. Two years later, in May 2000, the parties at the National level agreed to a Memorandum of Understanding, which guaranteed such administrative leave should another National Day of Observance or National Day of Mourning be declared at some point in the future, first by the President of the United States by Executive Order and then by the Postmaster General.

As noted in the USPS Link, the pay and leave administration for the National Day of Mourning for affected bargaining unit employees will be governed by the provisions of the May 4, 2000 Memorandum of Understanding and Section 519.4 of the Employee and Labor Relations Manual. A copy of that MOU is attached for your easy reference.

Please disseminate this document as you deem appropriate, and please contact the National Office if you have any questions.

Cc: Tim Dwyer, National Secretary-Treasurer
National Executive Board

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LINK

Honoring President Bush

Delivery, retail services suspended Dec. 5

today at 12:34 p.m.

President Donald J. Trump has proclaimed Dec. 5 as a national day of mourning throughout the United States and has called on the American people to pay homage to the memory of former President George H.W. Bush on that day.

Out of respect for President Bush, the nation's 41st commander in chief, and to honor his vast contributions to the United States during his lifetime, and consistent with the presidential proclamation, the Postal Service will observe the national day of mourning.

The Postal Service will suspend regular mail delivery and retail service Dec. 5. USPS will provide limited package delivery service on that day to ensure that the Postal Service network remains fluid and USPS does not experience any impacts to its package delivery operations that might negatively affect customers or business partners during the remainder of the busy holiday season.

All Postal Service facilities — including headquarters in Washington, DC, and area and district administrative offices — are included in the national day of mourning. Local managers will advise employees on staffing levels to maintain operations and prepare for the resumption of regular activities Thursday, Dec. 6.

Pay and leave administration for the national day of observance for affected bargaining unit employees is governed by section 519.4 of the Employee and Labor Relations Manual and provisions of May 4, 2000, memorandums of agreement between the Postal Service and its unions.

Additionally, USPS facilities are required to fly the flag at half-staff through sunset Sunday, Dec. 30, to honor Bush, who died Nov. 30 at age 94.



President George H.W. Bush speaks during a ceremony for U.S. military personnel in Sumter, SC, in March 1991. Image: U.S. Army

**MEMORANDUM OF AGREEMENT
BETWEEN THE
UNITED STATES POSTAL SERVICE
AND THE
NATIONAL POSTAL MAIL HANDLERS UNION, AFL-CIO**


Re: Clarification of Regulations for National Day of Observance

The parties agree that the following procedures will apply to affected employees if the Postmaster General or designee determines that the Postal Service will participate in a National Day of Observance (e.g., National Day of Mourning), subsequent to the declaration of a National Day of Observance having been made by Executive Order of the President of the United States.

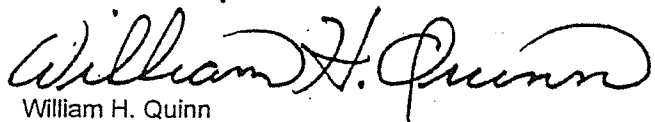
1. Full-time employees whose basic work week includes the National Day of Observance as a scheduled work day but who are not directed to report for work, will be granted administrative leave for that day.
2. Full-time employees whose basic work week includes the National Day of Observance as a scheduled work day, and who perform service, will be granted a day of administrative leave at a future date, not to exceed eight hours.
3. Full-time employees whose basic work week includes the National Day of Observance as a non-scheduled day and are not directed to report for work, will be granted a day of administrative leave at a future date.
4. If the National Day of Observance is a full-time employee's non-scheduled day and the employee is scheduled to work, the employee will receive overtime pay, plus up to eight hours of future administrative leave for the number of hours worked.
5. The same provisions apply to part-time regular employees as apply to full-time employees. The total hours of administrative leave should only equal the scheduled hours for the National Day of Observance, which may be less than eight hours. However, part-time regular employees whose basic work week includes the National Day of Observance as a non-scheduled work day and who are not directed to report for work on the National Day of Observance will be granted a day of administrative leave at a future date equal to the average number of daily paid hours in their schedule for the service week previous to the service week in which the National Day of Observance occurs, which may be less than eight hours.
6. Part-time flexible employees should be scheduled based on operational needs. Part-time flexible employees who work will be granted a day of administrative leave at a later date. The day of administrative leave will be based on the number of hours actually worked on the National Day of Observance, not to exceed eight hours. Part-time flexible employees who are not directed to work on the National Day of Observance will be granted administrative leave at a future date equal to the average number of daily paid hours during the service week previous to the service week in which the National Day of Observance occurs, not to exceed eight hours.
7. If an employee is on leave or Continuation of Pay on the National Day of Observance, the employee will be granted a day of administrative leave at a future date, not to exceed eight hours.
8. An employee on OWCP, AWOL, suspension or pending removal on the National Day of Observance will not be granted administrative leave. If the employee on AWOL, suspension or pending removal is returned to duty and made whole for the period of AWOL, suspension or removal, the employee may be eligible for administrative leave for the National Day

of Observance if the period of suspension or removal for which the employee is considered to have been made whole includes the National Day of Observance. Such determination will be made by counting back consecutive days from the last day of the suspension or removal to determine if the employee had been made whole for the National Day of Observance.

9. Where provisions in this Memorandum of Agreement provide for a day of administrative leave to be taken at a future date, such leave must be granted and used within six months of the National Day of Observance or by the end of the Fiscal Year, whichever is later. However, administrative leave will not be granted to employees who are on extended leave for the entire period between the Day of Observance and six months from that date, or between the Day of Observance and the end of the Fiscal Year, whichever is later.
10. Administrative leave taken at a future date must be taken at one time.
11. Administrative leave to be taken at a future date may, at the employee's option, be substituted for previously scheduled but not used annual leave.
12. Administrative leave to be taken at a future date should be applied for by using the same procedures which govern the request and approval of annual leave consistent with Local Memoranda of Understanding.



Anthony J. Vegliante
Vice President
Labor Relations
U. S. Postal Service



William H. Quinn
President
National Postal Mail Handlers
Union, AFL-CIO

Date: 5/4/00