

Welcome To The  
**APWU**  
★ ★ ★ ★ ★ ★ ★ ★ ★ ★  
**UNION**  
It's What We Are

The logo is set against a yellow background that is part of a larger design with diagonal stripes in red and dark red. The text is arranged in a vertical stack, with 'Welcome To The' in white, 'APWU' in large blue letters, a row of ten white stars, 'UNION' in large red letters, and 'It's What We Are' in white at the bottom.

*“It shall be the objective of the APWU to secure through collective bargaining and legislative effort a safe and healthy work environment, better working conditions and a better standard of living for the members of the APWU and their families.”*

**ARTICLE 2 OF THE  
NATIONAL CONSTITUTION**

**NATIONAL  
EXECUTIVE BOARD****Mark Dimondstein**  
PRESIDENT**Debby Szeredy**  
EXECUTIVE  
VICE PRESIDENT**Elizabeth 'Liz' Powell**  
SECRETARY-TREASURER**Tony D. McKinnon Sr.**  
INDUSTRIAL  
RELATIONS DIRECTOR**Clint Burelson**  
DIRECTOR  
CLERK DIVISION**Steven G. Raymer**  
DIRECTOR  
MAINTENANCE  
DIVISION**Michael O. Foster**  
DIRECTOR  
MOTOR VEHICLE  
DIVISION**Stephen R. Brooks**  
DIRECTOR  
SUPPORT SERVICES  
DIVISION**Sharyn M. Stone**  
COORDINATOR  
CENTRAL REGION**Mike Gallagher**  
COORDINATOR  
EASTERN REGION**John H. Dirzius**  
COORDINATOR  
NORTHEAST REGION**Kennith L. Beasley**  
COORDINATOR  
SOUTHERN REGION**Omar M. Gonzalez**  
COORDINATOR  
WESTERN REGION

Welcome

Dear Brothers and Sisters,

Welcome to the American Postal Workers Union. If you are a USPS employee in the Clerk, Maintenance, Motor Vehicle, or Support Services crafts, the APWU is already working for you.

The APWU will always strive to bring good wages, benefits, and job security to our members. The Union has fought hard for the benefits we all receive. The benefits we enjoy are not given to us voluntarily by the Postal Service—every benefit is fiercely negotiated. In exchange for the value of our labor, the Union strives to secure for its Members the best compensation—compensation that will allow the Members to provide for themselves and their families well into retirement. Some of the benefits you could enjoy brought to you courtesy of the APWU include: Cost-of-Living Adjustments (COLA), healthcare and retirement benefits, annual leave, sick leave, holidays, protection against layoffs and dignity in the workplace. Does this mean there are never any problems in the work place? No, but the Union will be there to assist you whenever and wherever we can.

Our modest union dues make it feasible for the APWU to function as an organization working for you. Your membership in the APWU shows a commitment to working together for better pay and benefits, as well as for dignity and respect on the job. It represents our understanding of the principle of strength through unity, both in demanding our rights on the job and in speaking to our nation's leaders about issues that are important to working Americans.

This book has been designed to provide you with an explanation of some of the benefits available to an APWU Member as well as to let you know where we came from, who we are, and how the American Postal Workers Union, AFL-CIO works to help you every day of your postal career.

We would be proud to have you as a Member, and with your commitment to join, we will always be fighting for you and with you.

In Union Solidarity,

**Mark Dimondstein**  
President**Anna Smith**  
Organization Director

# Member Bill of Rights

## **IN OUR UNION EVERY MEMBER HAS RIGHTS. THESE RIGHTS ARE LISTED IN THE UNION'S CONSTITUTION:**

- 1. Every member has the right to be respected as a human being.**
- 2. Every member has the right to be respected as a brother or sister of this Union.**
- 3. Every member has the right to freedom of speech and the right to be heard.**
- 4. Every member has the right to the freedom to listen.**
- 5. Every member has the right to the freedom of the press.**
- 6. Every member has the right to participate in the activities of this Union.**
- 7. Members shall not be denied the right to seek any office or the right to vote in this Union because of race, color, creed, sex, sexual orientation, nationality, handicap, political affiliation, age or religion.**
- 8. Every member has the right to support the candidate of his or her choice and to participate in that right with others.**
- 9. Every member has the right to a fair trial, to be represented by an individual of his or her choice and to proper appeal procedures.**
- 10. Every member has the right to be secure in his or her basic rights without fear of political, economic, physical or psychological intimidation.**

Our mandate to protect the common interests of postal workers and our desire to secure better wages, reasonable hours, and safe working conditions where we work demands that we strive to sign up non-members into our Union.

As a Union we act also to strengthen the labor movement and all issues that improve and promote working class families nationwide. We fight for quality health benefits for our members. Every day the Union works to improve working conditions and safety at the post office. We work to provide help to injured and retired workers. One of our major efforts is to secure a living wage so we can support ourselves and our families. United We Stand ~ Divided We Fall. Which side are you on?

# Your Union's Structure

We are an Industrial Union, which means we come from different crafts (clerks, maintenance, and motor vehicle) and from different operations (postal nurses, material handlers, support services). When the APWU was founded, the different craft unions merged into one Industrial Union. The crafts still kept their identity, becoming "Divisions" under the Union's Constitution. Yet all crafts have the same objectives and work to secure a safe and healthy work environment, better working conditions and a better standard of living for all members of the APWU and their families.

Your Union Has A Structure:

## LOCALS –

Ten (10) or more members in the same postal installation may be chartered as a local. A charter is a legal document that declares workers in a particular post office have formed a union and that union is recognized as a "local" union. A local union serves the members on the work floor as representatives enforcing the union contract. The Local Union has a constitution on how it is to operate, elect officers, conduct union business, how much the member dues are and a host of other issues. Also, each local is autonomous which means you the members have the say on how your local union is run and how it represents the workers.

## STATE ORGANIZATIONS –

Two (2) or more district councils or five (5) or more locals within a state can form a State level Union representing the locals within a given state. State unions represent postal workers who work at small offices that do not have local unions (these workers are called Members-At-Large). The State Organization also does a great deal of work in the legislative arena

## NATIONAL ORGANIZATION –

The Union has a headquarters in Washington DC. Members everywhere are serviced by national union officers. Those in Washington DC are called "resident officers" elected by the members of the Union nationwide. Each craft has a director. The crafts include: Clerk, Motor Vehicle Division (MVS), Maintenance and Support Services. There are several Departments which handle specific matters related to union members. Those departments are Industrial Relations, Legislative/Political, Organization, Research and Education, Health Plan, Human Relations, and Retiree's.

The National Union is divided into five regions. There are five elected Regional Coordinators (Eastern, Northeast, Southern, Central and Western) who have jurisdiction over five distinct geographical areas of the country (including American territories). Within each of these regions elected officers, National Business Agents, represent the locals and members within their area.

# OFFICERS

Though each local and state organization is autonomous, members in these organizations elect the national union officers by mail in a secret ballot. The current administration through 2016 is:

**Mark Dimondstein** *President – Editor*  
**Debby Szeredy** *Executive Vice President*  
**Elizabeth Powell** *Secretary-Treasurer*

**Tony D. McKinnon Sr.** *Industrial Relations Director*  
**Clint Burelson** *Clerk Division Director*  
**Steven G. Raymer** *Maintenance Division Director*  
**Michael O. Foster** *Motor Vehicle Service Division Director*  
**John G. Brooks** *Support Services Division Director*  
**Sharyn M. Stone** *Central Region Coordinator*  
**Mike Gallagher** *Eastern Region Coordinator*  
**John H. Dirzius** *Northeast Region Coordinator*  
**Kenneth L. Beasley** *Southern Region Coordinator*  
**Omar M. Gonzalez** *Western Region Coordinator*

**John L. Marcotte** *Legislative & Political Director – Assoc. Editor*  
**Anna Smith** *Organization Director*  
**Joyce B. Robinson** *Research & Education Director*  
**Sue Carney** *Human Relations Director*  
**William J. Kaczor Jr.** *Health Plan Director*  
**Judy Beard** *Retirees Department Director*

**Lamont Brooks** *Clerk Division Assistant Director*

**Idowu Balogun** *Maintenance Division Assistant Director*  
**Gregory See** *Maintenance Division Assistant Director*

**Javier Piñeres** *Motor Vehicle Division Assistant Director*

### CLERK DIVISION NATIONAL BUSINESS AGENTS

<b>Robert D. Kessler</b>	<b>Pat Davis-Weeks</b>
<b>Jeff Kehlert</b>	<b>Linda J. Turney</b>
<b>Shirley J. Taylor</b>	<b>Robert Romanowski</b>
<b>Marilyn 'Mo' Merow</b>	<b>John Jackson</b>
<b>Robert Bloomer Jr.</b>	<b>Jack Crawford</b>
<b>Peter Coradi</b>	<b>Jerry McIlvain</b>
<b>Nancy E. Olumekor</b>	<b>Christine Pruitt</b>
<b>Sam Lisenbe</b>	<b>Gilbert Ybarra</b>
<b>Stephen Lukosus</b>	<b>Larry Crawford</b>
<b>William Mellen</b>	<b>Chuck Locke</b>
<b>Tom O'Brien</b>	<b>Martin J. Mater</b>
<b>Pamela Richardson</b>	<b>Mike O'Hearn</b>
<b>James E. Scoggins</b>	<b>Stella 'Joann' Gerhart</b>
<b>Billy Woods</b>	<b>Mike Schmid</b>
<b>Martin Barron</b>	<b>Michael Sullivan</b>
<b>Brian Dunn</b>	<b>Bernard C. Timmerman</b>
<b>Lynn Pallas-Barber</b>	<b>Rachel Walthall</b>
<b>Frank Rigiero</b>	<b>Liz Swigert</b>
<b>Dennis Taff</b>	<b>Randy Downard</b>

### MAINTENANCE DIVISION NATIONAL BUSINESS AGENTS

<b>Vance Zimmerman</b>	<b>Jeffrey S. Beaton</b>
<b>Terry Martinez</b>	<b>Curtis Walker</b>
<b>William LaSalle</b>	<b>Louis M. Kingsley Jr.</b>
<b>Jimmie Waldon</b>	<b>Chris Howe</b>
<b>John Gearhard</b>	

### MOTOR VEHICLE SERVICE DIVISION NATIONAL BUSINESS AGENTS

<b>Merlie H. Bell</b>	<b>Kenneth Prinz</b>
<b>Dwight D. Johnson</b>	<b>Bruce Amey</b>
<b>Joseph LaCapria</b>	<b>Jerome Pittman</b>

### OTHER NATIONAL BUSINESS AGENTS

<b>Daniel Soto</b>	<b>James M. Patarini</b>
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# APWU Divisions and Departments

## INDUSTRIAL RELATIONS DEPARTMENT

The Industrial Relations Director is responsible for labor-management, national negotiations, mechanization, health and safety for all divisions of the Union and the administration of the contract.

## LEGISLATIVE AND POLITICAL DEPARTMENT

The Legislative/Political Director is responsible for directing all activities of the Union with regard to legislation of interest to the members and their families; to develop publicity programs; be the Editor of the news bulletin and the Associate Editor of the official publication of the Union; work in cooperation with the AFL-CIO and other national and international unions with regard to legislation and assist the President in the distribution of COPA (Committee on Political Action) funds.

## ORGANIZATION DEPARTMENT

The Organization Director is responsible for maintaining and increasing the membership in this Union; directing the organization of the unorganized; promoting, encouraging and advising membership committees in all phases of membership recruitment programs; preparing and maintaining organizing material that appeals to respective membership of all divisions under jurisdiction of the APWU.

## RESEARCH AND EDUCATION

The Research and Education Director is responsible for conducting research and administering educational programs at the national, regional, state, area and local levels. Education shall be a mandatory part of the business of the APWU, particularly education in labor history, labor problems, grievance procedure, the objectives and problems of the APWU, its members and their families.

## HUMAN RELATIONS DEPARTMENT

The Human Relations Director prepares and directs programs in the area of equal opportunity, civic, community service, and all other related programs.

## RETIREE'S DEPARTMENT

The Retirees Department Director is responsible for directing the objectives of the department; legislative and political activity; administering retirement educational programs; organizing new members of the Retirees Department and Local and State Retiree Chapters; and services the needs of retired members and their survivors.

## CLERK DIVISION

This division is responsible for administering the clerk craft provisions of the contract found in Article 37. The craft officers are assigned to deal with clerk issues related to jobs, lay-offs, pay, assignments, bids and posting, representation, safety, light duty, higher level work, craft work and other matters related to the clerk craft.

## MAINTENANCE DIVISION

This division, in addition to administering the maintenance craft provisions of the contract found in Article 38, also is responsible for handling USPS handbooks and manuals. This craft handles the issues related to work assignments, representation and other matters pertaining to the maintenance craft.

## MOTOR VEHICLE DIVISION (MVS)

The Director is responsible for handling all problems and grievances pertaining to MVS. The Director is a member of the Labor-Management Committee and the National Negotiations Committee; chairs the Motor Vehicle Service Division Council meeting to be held in conjunction with the National Convention and All-Craft Conference and is responsible for maintaining all records of the MVS membership.

## SUPPORT SERVICES DIVISION

This Division is comprised of members from Information Service Centers, Mail Transport Equipment Service Centers, Mail Equipment Shops, Material Distribution Centers, Operating Service Facilities, Mail Transport Operations, Postal Medical Units, other non-mail processing facilities or operations and related operations in the private sector with the right to ratify their respective agreements.

# A Brief History of Our Union

Your Union, the American Postal Workers Union, AFL-CIO, represents more than 220,000 employees of the U.S. Postal Service who are clerks, maintenance employees, motor vehicle service, support services, nurses and retirees.

Postal unions date back to the 19th Century and



parallel the growth of the former Post Office Department.

The early unions had essentially no bargaining rights, preventing them from

negotiating with management on working conditions, wages, and the hours of employment. So the unions were lobbying organizations because almost all of a postal employee's work and home life was dependent on the whim of Congress. Not until around 1900 did the American Federation of Labor (a federation of many industrial unions) include the Chicago Postal Union (Local #1), which helped bolster postal worker's efforts to fight for their rights. The struggles for better pay, recognition of the Union by management, better conditions at post offices continued for years without much improvement.

From 1967 to 1969, postal wages did not increase at all, although Congress raised its own pay 41 percent over that period. Working conditions were getting worse, not better. Hours were at the whim of management and the mail was piling up in many cities.

In 1968 the situation was so bad within the Post Office that the President of the United States established a commission called the Kappel Commission. This Commission concluded that postal workers deserved the same collective bargaining rights afforded to private-sector workers under the National Labor Relations Act. Congress, however, failed to act on the commission's recommendation.

The Great Postal Strike of 1970 - In March 1970, full-time employees earned about \$6,200 to start, and workers with 21 years of service averaged only \$8,440. Workers grew increasingly frustrated with Congress' inaction and management's oppression.

So on March 18, 1970, thousands of New York City postal workers walked off the job in protest. Within days, they were joined by 200,000 others in 30



major cities. Mail service ground to a halt and the plight of postal workers was finally brought to the public's attention. The strike was soon settled, with Congress approving a 6 percent wage increase, retroactive to the previous December.

The strike helped the effort to push for the enactment of the Postal Reorganization Act of 1970, which granted unions the right to negotiate with management over their wages, benefits and working conditions. In lieu of the right to strike, a binding arbitration process was established for resolving contract disputes.

When the Postal Reorganization Act became law on Aug. 12, 1970, it replaced the cabinet-level Post Office department with the independent United States Postal Service. In 1971, the first union contract between the USPS and its unions was negotiated. Seven postal unions participated in the first collective bargaining session. Seeing the need for a united front,



five postal unions the United Federation of Postal Clerks, National Postal Union, National Association of Post Office & General Services

Maintenance Employees, National Federation of Motor Vehicle Employees and the National Association of Special Delivery Messengers—merged to create the American Postal Workers Union in July 1971.

In the first contract, a starting postal worker's salary was raised to \$8,488. Four decades of struggle had finally brought dignity to hard working postal workers in the form of living wages, necessary benefits, and the ability to retire in with seniority.

# Legislatively We Are Working For You

Ever wish you had someone in Washington, DC fighting for you, the average worker?

Join the APWU and you get exactly that!

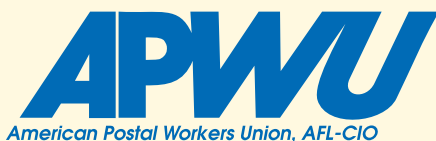
The APWU's Legislative and Political Department works non-stop with members of Congress and their staffs in the effort to eliminate legislation that harms our members and to enact provisions that aid in our efforts to keep working class jobs we can raise a family on. Educating Congress on the effects of plant consolidations, changing retirement rules, slowing down the mail, federal health plan changes and reduced services to name a few is the never ending task of the APWU. Join the team and join the fight!

As an APWU member you can pool your voluntary political contributions with your brothers and sisters. With our collective strength, we can fight back against corporate-funded politicians and support pro-worker members of

Congress and candidates. Our Committee on Political Action (COPA) fund is narrowly focused, voluntary, and a proven force shaping postal policy. Alone, our individual contributions would hardly be noticed, but together we help even the score against large corporate donations. It is a cold hard fact that if we are not at the table... we are on the menu. COPA gets you a seat at the table.



## HELP PROTECT YOUR FUTURE! SIGN UP NOW FOR THE APWU E-TEAM



**MARK DIMONDSTEIN, PRESIDENT**

**JOHN L. MARCOTTE, LEGISLATIVE & POLITICAL DIRECTOR**

Please join with us as we strive to improve the lives and benefits of union members and families. You will receive alerts on issues important to the APWU Members and other workers. Make your voice heard!

FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

EMAIL \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

LOCAL \_\_\_\_\_ WORKSITE \_\_\_\_\_

POSTAL JOB TITLE \_\_\_\_\_

POSITION AND/OR TITLE \_\_\_\_\_

OR CHECK ONE: ☐ MEMBER ☐ STEWARD ☐ RETIREE  
☐ AUXILIARY ☐ FRIEND AND/OR SUPPORTER

### PLEASE MAIL TO:

AMERICAN POSTAL WORKERS UNION  
ATTN: LEGISLATIVE & POLITICAL DEPARTMENT  
1300 L STREET NW, WASHINGTON, D.C. 20005



# Building Strength in Communities

## THE AUXILIARY TO THE AMERICAN POSTAL WORKERS UNION

Welcome to the American Postal Workers Union. As part of the APWU family, we are constantly aware of the changes that affect our daily lives. The Auxiliary consists of caring family and friends of the APWU as well as retirees and their families. We welcome your family and friends as members in the Auxiliary through your sponsorship. Our main focus is to assist the APWU in attaining a better quality of life for their membership and their families.

By sponsoring a member in the Auxiliary, you and your family will share unique perspectives and accomplishments. We can help them understand the job benefits while getting them involved in ways to create a better work place environment. We are a grassroots organization of volunteers serving out a deep abiding commitment to our American Postal Workers Union and its members. United by common goals and interests, Auxiliary members are engaged in the kind of community and civic involvement that is necessary to present

the best possible image of labor to the American People. The Auxiliary stresses both political and philanthropic work.

## WE ARE ALL ONE FAMILY - THE APWU FAMILY.

We invite you to be a part of our Auxiliary family. By returning the membership form below, you can enjoy the benefits of Auxiliary membership for six months. Our newsletter "Auxiliary News & Views" is a major communication link with our members. You can also visit our website at [www.apwuauxiliary.org](http://www.apwuauxiliary.org). There will be a link to Join/Pay membership. Remember to enter the coupon code 6MOFREE. We hope you will consider extending your membership by joining the Auxiliary. The cost is minimal. \$5.00 per year pays your National dues. State and local dues vary according to your home address. By being informed, you can unite with others in your community. Come and join us as a member in the Auxiliary to the APWU.

### APPLICATION FOR MEMBERSHIP AUXILIARY TO THE AMERICAN POSTAL WORKERS UNION

NAME \_\_\_\_\_  
PAID FROM \_\_\_\_\_ TO \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
PHONE NUMBER \_\_\_\_\_  
EMAIL ADDRESS \_\_\_\_\_  
SPONSORING MEMBER \_\_\_\_\_  
MEMBERS LOCAL \_\_\_\_\_



**COUPON CODE: 6MOFREE**

**PLEASE MAIL TO:**  
NATIONAL AUXILIARY TREASURER,  
TRISA MANNION  
3038 CLOVERDALE CT.  
GRAND JUNCTION, CO 81506

LOCAL DUES \_\_\_\_\_  
STATE DUES \_\_\_\_\_  
NATIONAL DUES \_\_\_\_\_  
TOTAL ENCLOSED \_\_\_\_\_

# Benefits at a Glance

Because of your union, these are some examples of what representation by the APWU means for union members:

## ALL EMPLOYEES

### UNION DEMOCRACY

- Direct elections of all union officers
- Membership ratification of contracts
- Access to a wealth of information at union meetings, through the union's magazine, news bulletins, and website
- Having a voice and a vote
- Opportunities to participate at all levels of the organization

### REPRESENTATION

- Representation in the grievance procedure
- An effective grievance procedure to adjudicate disputes with management
- Representation in contract negotiation
- An active legislative program that fights for postal workers on Capitol Hill

## CAREER EMPLOYEES

### WAGES

- Regular pay increases
- Night differential pay
- Time-and-a-half for excessive overtime
- Cost of living adjustments
- Sunday premium pay

### BENEFITS

- Health insurance: High Option: 84% paid by USPS & Consumer Driven: 95% paid by USPS
- Basic Life insurance
- 10 paid holidays

- Generous Annual and Sick leave benefits
- Flexible spending accounts for health care and dependent care
- Holiday scheduling rights

### JOB SECURITY

- Excellent job security
- Protection against layoffs for everyone hired by November 20, 2010
- Jobs awarded by seniority, not favoritism
- Training programs to upgrade skills, opportunities

## POSTAL SUPPORT EMPLOYEES

### WAGES

- Regular pay increases
- Night differential pay
- Time-and-a-half for overtime work in excess of 40 hours
- Higher level pay for higher level work performed
- Work hour guarantee when scheduled to report for work

### BENEFITS

- Health Insurance: 75% paid by USPS for APWU Consumer Driven Health Plan after 360 day term and reappointment.

- Annual Leave: Up to 4 hours annual leave can be earned each pay period
- Unused leave cash in
- Holiday scheduling rights

### JOB SECURITY

- Rights to Just Cause provisions
- Reappointments by seniority
- Preferential career appointments: When the need to fill vacancies with new career employees exists, PSE employees will be converted to fill such vacancies by seniority

# Member-Only Privileges



The *American Postal Worker* is a magazine dedicated to providing you information about what is happening within our union throughout the nation. Here you will read about issues we face as a union, find contact information from your national officers, and read about the activities of the various departments within the APWU.



Union Plus is brought to you by Union Privilege, established by the AFL-CIO to provide consumer benefits to members and retirees of participating labor unions. Union plus benefits are for union families. Through Union Plus you can find members-only discounts on auto insurance, cellular phone service, vacations, pet insurance, auto buying, scholarships, college prep courses, entertainment discounts, flower discounts, AAA and much more! Visit [www.unionplus.org](http://www.unionplus.org) to see what else is available.

For information on the APWU Mastercard sponsored by Union Plus, and developed solely for union members by the AFL-CIO visit: [www.apwucard.com](http://www.apwucard.com)



Accident Benefit Association is member-owned and offers disability and accidental death and dismemberment benefits, guaranteed issue whole and term life and extended accident wage replacement benefits. Visit [www.apw-aba.org](http://www.apw-aba.org) for more information.



Voluntary Benefits Plan offers members-only discounts on dental Insurance, cancer recovery, disability income insurance, group life insurance and group legal services. Visit [www.voluntarybenefitsplan.com](http://www.voluntarybenefitsplan.com) or call 1-877-229-0451 for current plans and rates.

# Questions and Answers about the

## 1. What is the APWU?

The APWU — American Postal Workers Union — is a national organization of employees of the United States Postal Service dedicated to advancing the interests of its members and their families. Representing more than 220,000 postal employees in every state and territory in the United States, the APWU is the largest union of postal workers in the world. It is the exclusive collective bargaining agent for USPS employees in the Clerk, Motor Vehicle Service, and Maintenance crafts. In addition, the APWU represents employees in Support Services, workers in Materiel Distribution Centers, Information Service Centers, Mail Equipment Shops, and Operating Services Facilities.

## 2. What does the union do?

The primary job of the union is to negotiate, interpret, and enforce a National Agreement with the Postal Service. This is a contract that establishes wages, working conditions and other benefits for all workers under its jurisdiction. The union also protects workers' rights by representing them in day-to-day problems on the job such as discipline, violations of seniority, harassment, discrimination, or other management abuse. Additionally, the APWU addresses other workplace concerns such as safety and health and the impact of technological change.

## 3. What are the benefits of belonging?

Membership in the APWU gives you a voice in determining your future. Members have the right to participate in local meetings, to vote for local and national officers, to vote on the contract, to run for office, and to petition for change in the union.

Other membership benefits include: The American Postal Worker, a bimonthly magazine reporting on issues and programs affecting postal workers, and a safety and health program that educates workers about possible hazards in the workplace and provides technical assistance. Plus, members are eligible for: The APWU Health Plan, which provides comprehensive coverage at a very reasonable cost; benefits such as a mortgage program; APWU MasterCard; Group Legal Services; Term Life Insurance; Short- and Long-term Disability Plans; Supplemental Hospital Cash; Accidental Death and Dismemberment benefits; Basic Care Hospital Plan (not available in New York); a Dental Plan, and more! In addition, scholarships — college and vocational — are awarded to qualified and outstanding APWU members and children of APWU members.

## 4. Who can join?

APWU membership is open to any USPS employee, regardless of race, color, creed, sex, sexual orientation, nationality, disability, political affiliation, age or religion. Those in supervisory or management positions can join only in order to receive APWU's Health Plan.

## 5. Who makes the union work?

You do! The members: Every level of the APWU operates democratically on the principle of majority rule. Members have a free voice and vote to express their views in the union. All local, regional, and national officers are elected by the members, as are the officers and business agents in each craft/division. Members also ratify the National Agreement and elect delegates to the National Convention.

The convention, which convenes every two years, is the

highest governing body in the union. Between conventions, the National Executive Board directs union policy and programs.

## 6. How is APWU structured?

Most members belong to a local union with jurisdiction in their city, town or area. Locals elect their own officers and conduct their own day-to-day business. They may establish local dues and may negotiate a local contract — on specific local issues — to supplement the National Agreement.

Nationally, the APWU maintains a headquarters in Washington, DC, to administer the union and to implement programs and policies mandated by the convention and the National Executive Board.

The national resident officers include the president, the executive vice president, the secretary-treasurer, the director of industrial relations, the national division officers, and department directors and officers, all of whom work under the general supervision of the president. Various departments are responsible for handling specific administrative functions and providing special services to the membership — Legislative, Organization, Research & Education, Human Relations, and APWU Health Plan.

We have a separate division for each craft — Clerk, Maintenance, Motor Vehicle Service, and Support Services — concerned with the special problems of the workers in the craft.

In addition to national officers, each division has representatives called national business agents. They operate out of 21 APWU field offices. Regional coordinators maintain an office in each of five regions: Central, Eastern, Northeast, Southern, and Western.

## 7. How are officers elected?

National union officers are elected by mail ballot of the membership every three years. The officers and national business agents for each craft division are elected by the members in that division. Additionally, regional coordinators are elected by the members in each region. Any member may become a candidate for national office by filing a petition in accordance with the requirements spelled out in the APWU Constitution and Bylaws.

## 8. How much are dues?

Dues vary from local to local. They include national dues established by the National Convention and local dues determined by the local union. After you've joined APWU by completing Form 1187, dues are automatically deducted from your paycheck. Your steward or local officer can tell you the cost of dues; they will, of course, appear on your pay stub.

## 9. How are my dues spent?

National dues pay for all the operating expenses of the union, including contract negotiations, grievance handling above the local level, and the cost for arbitration at the regional and national levels. Members' dues also cover the cost of publications, legal fees, legislative activities, education and training, and community service programs.

## 10. How does the union negotiate the National Agreement?

The APWU has a National Negotiating Team composed of the president, the executive vice president, the director of

# American Postal Workers Union

Industrial Relations, and the directors of the crafts we represent. This team meets with Postal Service management several months before the contract expires. The team proposes contract language, the Postal Service responds, and through the give and take of negotiation, they try to reach agreement.

## **11. Do I get to vote on the contract?**

Yes. A negotiated National Agreement becomes valid only with approval by the membership through a mail ballot. After the National Negotiating Team reaches agreement with the Postal Service, a Rank and File Bargaining Advisory Committee reviews the proposed contract. If they approve it, the contract is sent to the entire APWU membership for ratification. If the committee is not satisfied, it can return the contract to the National Negotiating Team to reopen negotiations.

## **12. What about strikes?**

The APWU believes that the right to strike is an inalienable right of all American workers. However, federal law prohibits strikes by postal and federal employees and requires that if contract negotiations do not result in agreement, unresolved disputes are to be submitted to arbitration — to an impartial third party — for resolution.

While our position is "no contract, no work," the 1982 APWU National Convention authorized our national leadership to continue negotiations past the contract deadline if they feel this is necessary to reach agreement, but only as long as postal workers continue to be covered under the previous contract. Thus, the APWU views the strike as a weapon of last resort to be used only when all other means of reaching agreement have been exhausted.

## **13. Suppose I have a grievance?**

If you have a grievance — if you believe that management has violated your rights or subjected you to harassment or discrimination — you should immediately talk to your steward about the problem. The steward, who is your union representative on the work floor, will determine whether a violation has occurred and will try to reach a settlement with your immediate supervisor. If this effort fails, the union can appeal management's action to a higher level. If all these efforts fail to result in a satisfactory solution, the union may insist that an impartial arbitrator settle the dispute.

## **14. What about job security?**

As spelled out in our National Agreement, all career postal workers have a lifetime guarantee of job security after six years of continuous service.

## **15. How is APWU fighting privatization?**

Privatization is the Postal Service's attempt to contract-out postal work — your work — to private companies that hire low-wage, non-union workers. The APWU has been successfully fighting efforts to privatize postal services for decades. The APWU monitors all management attempts to contract out work that belongs to our bargaining unit and makes sure that the National Agreement is upheld.

In May 1993, APWU won an important privatization dispute at the national level when an arbitrator ruled that Remote Bar Code Sorting (RBCS) work should have been offered to bargaining-unit workers. The Postal Service had contracted the

work out to several companies that hired non-union workers at sub-postal wages. As a result of subsequent negotiations between the APWU and the USPS, Remote Encoding Centers are now staffed by APWU-represented postal employees.

## **16. Is the APWU affiliated with other organizations?**

Yes. The APWU is affiliated with the American Federation of Labor-Congress of Industrial Organizations (AFL-CIO), a federation of 54 national and international labor unions with a combined membership of 10 million workers.

The APWU also is affiliated with United Network International (UNI), an organization of labor unions representing workers in the field of communications in nations throughout the world.

## **17. Is the APWU involved in legislation and politics?**

Because legislation has an important impact on our members, the union is actively involved in legislative matters. The APWU maintains an effective program to monitor legislation being considered by Congress that will have an impact on postal workers and their families. APWU COPA — the Committee on Political Action — raises voluntary contributions to assist the campaigns of legislators who support working families, and to defeat those who consistently oppose us.

## **18. How can I find out what's going on in the union?**

You can stay informed by attending union meetings and participating in the activities of your local. Remember, you have an equal voice and vote with all other members. Your steward and local officers can answer questions you may have about specific union programs and policies. Additionally, you can stay informed about union activities by reading local and national union publications such as The American Postal Worker magazine and periodic APWU News Bulletins, and by staying tuned to the union's Web site, [www.apwu.org](http://www.apwu.org).

## **19. I'm not a member yet. How do I join?**

Ask your steward or a local officer for a Form 1187 and fill it out. Part of it must be completed by you, and part by the local. Your union dues will automatically be deducted from your paycheck. You can get more information from your steward or another union officer. If you work in a very small office where you have difficulty getting information, contact the Organization Department, 1300 L St. NW, Washington, DC 20005. The phone number is 202-842-4227.

## **20. I'm already a member. What can I do to help the union?**

It's important to keep in mind that you are the union; members are the lifeblood of the APWU. The best way to improve the union is to get involved. In addition to attending union meetings, consider joining a committee, working to organize non-members, becoming a steward, and volunteering to help in union activities. Your union brothers and sisters will appreciate your participation.

## **21. What are you waiting for?**



# Your Safety and Health at Work

## DOES IT PAY TO BELONG TO THE UNION?

**YES!** You have a voice when it comes to safety and health at work. Belonging to the union provides you with first-class representation in the negotiation and administration of contracts that protect worker's rights, and a forum for correcting unsafe conditions.

## CAN THE UNION HELP IMPROVE SAFETY AND HEALTH AT THE WORKPLACE?

**YES!** The Union can make a significant difference by negotiating and enforcing contracts, and by enforcing federal and state safety and healthy standards.

- The Union protects workers' rights and protects workers from retaliation for reporting hazards.
- The APWU provides national resources, educates our members and voices their concerns to management and regulatory agencies.

## WHY ARE THE UNION AND SAFETY AND HEALTH IMPORTANT?

- The APWU provides a voice for union members through participation on local safety committees.

## DOESN'T THE GOVERNMENT PROTECT ME ALREADY?

**NO!** The government provides the laws, but the Union helps to ensure those laws are enforced and that the employer lives up to its obligation to provide a safe and healthy workplace.



When reporting an unsafe condition or practice, be sure to complete a PS Form 1767, Report of Hazard, Unsafe Condition or Practice in detail. In the event management does not provide you with this form, or they are not readily available on the workroom floor, ask your steward or local union for one.

You will complete Part I. Employee's Action – In this portion you should describe in as much detail as possible as to what the hazard or condition is. Do not use general statements. Once you complete your portion, retain the blue copy for your records, and advise your local union of the situation as well.

When you go to work, you shouldn't have to worry whether you will return home safely to your family; and you shouldn't have to return home sick or maimed because your workplace is un-safe or unhealthy. But that's what happened to more than 6 million Americans in 2012:

**3.7 million were injured or became sick on the job,  
49,000 died because of occupational illnesses, and  
4,383 died from fatal injuries at work.**

**A SAFE WORKPLACE IS THE RIGHT OF EVERY WORKER**

# Your APWU Health Plan

## NEW FOR 2014

- 100% coverage for maternity\*
- 100% coverage for lab tests\*\*
- In-network hospital stays (inpatient and outpatient) will cover all radiology and pathology services as “in-network” regardless of the provider’s network status

## HIGH OPTION

- 100% coverage (in-network):
  - Preventive care and screenings
  - Diabetes Management Program
  - Hypertension Management Program
  - Weight Management Program
  - Tobacco Cessation Program
- Cancer Centers of Excellence (COE) paid at 95%
- Routine dental coverage
- Hearing aid benefit
- No referrals; choice of doctors
- No denials for pre-existing conditions

\*When performed by in-network providers

\*\* When performed at LabCorp or Quest Diagnostics

## CONSUMER DRIVEN OPTION

- 100% coverage (in-network):
  - Preventive care and screenings
  - Diabetes Management Program
  - Tobacco Cessation Program
- Personal Care Account provides 100% coverage for the first \$1,200 of your annual healthcare expenses for self only coverage or \$2,400 for self and family coverage
- No copays or no upfront deductible until PCA is exhausted
- Healthy Back Program
- Healthy Pregnancy Program
- No referrals; choice of doctors
- No denial for pre-existing conditions

**FOR MORE INFORMATION GO TO [WWW.APWUHP.COM](http://WWW.APWUHP.COM) OR CALL 1-800-222-2798**



# Family And Medical Leave Act

## BASIC LEAVE ENTITLEMENT

FMLA requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to eligible employees for the following reasons:

- for incapacity due to pregnancy, prenatal medical care or child birth;
- to care for the employee's child after birth, or placement for adoption or foster care;
- to care for the employee's spouse, son, daughter or parent, who has a serious health condition; or
- for a serious health condition that makes the employee unable to perform the employee's job.

## MILITARY FAMILY LEAVE ENTITLEMENTS

Eligible employees whose spouse, son, daughter or parent is on covered active duty or call to covered active duty status may use their 12-week leave entitlement to address certain qualifying exigencies. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.

FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered servicemember during a single 12-month period. A covered servicemember is: (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness\*; or (2) a veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran, and who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.\*

\*The FMLA definitions of "serious injury or illness" for current servicemembers and veterans are distinct from the FMLA definition of "serious health condition".

## BENEFITS AND PROTECTIONS

During FMLA leave, the employer must maintain the employee's health coverage under any "group health plan" on the same terms as if the employee had continued to work. Upon return from FMLA leave, most employees must be restored to their original or equivalent positions with equivalent pay, benefits, and other employment terms.

Use of FMLA leave cannot result in the loss of any employment benefit that accrued prior to the start of an employee's leave.

## ELIGIBILITY REQUIREMENTS

Employees are eligible if they have worked for a covered employer for at least 12 months, have 1,250 hours of service in the previous 12 months\*, and if at least 50 employees are employed by the employer within 75 miles.

\*Special hours of service eligibility requirements apply to airline flight crew employees.

## DEFINITION OF SERIOUS HEALTH CONDITION

A serious health condition is an illness, injury, impairment, or physical or mental condition that involves either an overnight stay in a medical care facility, or continuing treatment by a health care provider for a condition that either prevents the employee from performing the functions of the employee's job, or prevents the qualified family member from participating in school or other daily activities.

Subject to certain conditions, the continuing treatment requirement may be met by a period of incapacity of more than 3 consecutive calendar days combined with at least two visits to a health care provider or one visit and a regimen of continuing treatment, or incapacity due to pregnancy, or

incapacity due to a chronic condition. Other conditions may meet the definition of continuing treatment.

## USE OF LEAVE

An employee does not need to use this leave entitlement in one block. Leave can be taken intermittently or on a reduced leave schedule when medically necessary. Employees must make reasonable efforts to schedule leave for planned medical treatment so as not to unduly disrupt the employer's operations. Leave due to qualifying exigencies may also be taken on an intermittent basis.

## SUBSTITUTION OF PAID LEAVE FOR UNPAID LEAVE

Employees may choose or employers may require use of accrued paid leave while taking FMLA leave. In order to use paid leave for FMLA leave, employees must comply with the employer's normal paid leave policies.

## EMPLOYEE RESPONSIBILITIES

Employees must provide 30 days advance notice of the need to take FMLA leave when the need is foreseeable. When 30 days notice is not possible, the employee must provide notice as soon as practicable and generally must comply with an employer's normal call-in procedures.

Employees must provide sufficient information for the employer to determine if the leave may qualify for FMLA protection and the anticipated timing and duration of the leave. Sufficient information may include that the employee is unable to perform job functions, the family member is unable to perform daily activities, the need for hospitalization or continuing treatment by a health care provider, or circumstances supporting the need for military family leave. Employees also must inform the employer if the requested leave is for a reason for which FMLA leave was previously taken or certified. Employees also

may be required to provide a certification and periodic recertification supporting the need for leave.

## EMPLOYER RESPONSIBILITIES

Covered employers must inform employees requesting leave whether they are eligible under FMLA. If they are, the notice must specify any additional information required as well as the employees' rights and responsibilities. If they are not eligible, the employer must provide a reason for the ineligibility.

Covered employers must inform employees if leave will be designated as FMLA-protected and the amount of leave counted against the employee's leave entitlement. If the employer determines that the leave is not FMLA-protected, the employer must notify the employee.

## UNLAWFUL ACTS BY EMPLOYERS

FMLA makes it unlawful for any employer to:

- interfere with, restrain, or deny the exercise of any right provided under FMLA; and
- discharge or discriminate against any person for opposing any practice made unlawful by FMLA or for involvement in any proceeding under or relating to FMLA.

## ENFORCEMENT

An employee may file a complaint with the U.S. Department of Labor or may bring a private lawsuit against an employer.

FMLA does not affect any Federal or State law prohibiting discrimination, or supersede any State or local law or collective bargaining agreement which provides greater family or medical leave rights. FMLA section 109 (29 U.S.C. § 2619) requires FMLA covered employers to post the text of this notice. Regulation 29 C.F.R. § 825.300(a) may require additional disclosures.

For additional information:

1-866-4US-WAGE (1-866-487-9243)

TTY: 1-877-889-5627

WWW.WAGEHOUR.DOL.GOV



# Contract Administration

## NEGOTIATIONS

After the 1970 strike and reorganization of the Post Office Department into United States Postal Service in 1971, postal workers were legally permitted to negotiate with postal officials over wages and conditions of employment.

Under federal labor law both parties meet to discuss and act to reach agreement on these work related matters. When agreement is reached by the postal service management and union officials, the product of those efforts is called The Collective Bargaining Agreement, the National Agreement, or simply the contract.

It is a collective bargaining agreement because the representatives of the members are authorized to negotiate and act on behalf of the collective members. Once an agreement is reached, the APWU membership—you— must approve or ratify the contract for it to go into effect.

Our current contract contains more than 400 pages of provisions covering hours, working conditions and wages. Working conditions include assignments and work rules. The contract is administered by the Local, Regional, some state and National Union.

## ENFORCEMENT

“Administered” means the contract is interpreted and applied by certified union representatives. These representatives police and enforce the contract. This enforcement takes place at Labor-Management Meetings held between postal and union officials and by giving the

employees and/or union representatives the right to file grievances over violations of the contract provisions.

The Contract contains graduating steps under which these grievances are handled. This is called the grievance-arbitration procedure. The Contract declares that the main intent of this procedure is to resolve the grievance at the lowest possible level. The lowest possible level (Step 1) is on the work-floor with you, your supervisor, and your shop steward.

A shop steward is a union member elected or appointed by the Union to be your designated authorized representative and certified by the union management to enforce your rights under our union contract.

If the grievance is not settled at the lowest level, it can be appealed to Step 2 with the Postal Installation Head and the Local Union-designated official, who meet in an attempt to resolve the grievance at that level.

If the grievance is not resolved locally, the matter can be appealed to Step 3 to be discussed and acted upon by National Union Business Agents and Postal Area Labor Relation representatives. If the grievance is still not resolved it may be appealed by the Union to binding arbitration in which a neutral arbitrator will conduct a hearing to determine which side is correct in the application of the contract provisions in dispute and award a remedy.

Not all grievances are suitable to be appealed to arbitration based on the circumstances.

## WEINGARTEN RIGHTS

In 1985 the United States Supreme Court upheld a National Labor Relations Board decision in which employee have the right to union representation in investigatory interview.

These rights are known as Weingarten Rights.

In the event you are called into a discussion with management, postal inspectors or an Office of Inspector General (OIG) Agent, and you believe that discipline could result from the interview/discussion read the following statement:

*“If this discussion could in any way lead to my being disciplined or terminated, or affect my personal working conditions, I respectfully request that my union representative, officer, or steward be present at this meeting. Without my union representative present, I respectfully choose not answer any questions or participate in this discussion.”*



**Sign Up Today – Complete the below form and return it to your steward or mail it in!**

## **NEW MEMBERS ~ NEW STRENGTH ~ YOUR FUTURE**

### **American Postal Workers Union, AFL-CIO UNITED STATES POSTAL SERVICE AUTHORIZATION FOR DEDUCTION OF DUES**

I hereby assign to the American Postal Workers Union, AFL-CIO, from any salary or wages earned or to be earned by me as a member (in my present or future employment) such regular and periodic membership dues as the APWU may certify as due and owing from me, as may be established from time to time by the APWU. I authorize and direct the USPS to deduct such amounts from my pay and to remit same to the APWU at such times and in such manner as may be agreed upon between myself and the APWU at any time while this authorization is in effect, which includes a \$20 yearly subscription for The American Postal Worker magazine as part of the membership dues.

Unless I am or become a Postal Support Employee, this assignment, authorization and direction shall be irrevocable for a period of one (1) year from the date of delivery to the APWU, and I agree and direct that this assignment, authorization and direction shall be automatically renewed and shall be irrevocable for successive periods of one (1) year unless written notice by certified mail using PS Form 1186 is given by me to the APWU not more than twenty (20) days and not less than ten (10) days prior to the expiration of each period of one year.

If I am a Postal Support Employee, this assignment, authorization and direction shall be irrevocable for a period of one (1) year from the date of delivery to the APWU and shall remain in effect if I should be rehired within 180 days after the conclusion of my present term of Postal Support employment. I agree and direct this assignment, authorization and direction shall be automatically renewed and shall be irrevocable for successive periods of one (1) year, unless written notice by certified mail using PS Form 1186 is given by me to the APWU not more than twenty (20) days and not less than ten (10) days prior to the expiration of each period of one (1) year in the event I am hired as a career employee, or within ten (10) days after the date I start work if I am rehired for any new term of Postal Support employment.

This agreement is freely made pursuant to the provisions of the Postal Reorganization Act and is not contingent upon the existence of any agreement between the Union and the Postal Service.

<b>NAME OF EMPLOYEE</b> <i>Last Name, First Name, Middle (Print Legibly)</i>				<b>SOCIAL SECURITY NO.</b> <i>(Entire # Is Required)</i>	
<b>MAILING ADDRESS</b>			<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>
<b>HOME / CELL PHONE NO.</b> <i>(Circle One)</i> (      )		<b>EMAIL ADDRESS</b>		<b>LOCAL UNION NAME</b> <i>(or State MAL)</i>	
<b>WORK LOCATION</b> <i>(Post Office) &amp; STATE</i>		<b>WORK FINANCE NUMBER</b>	<b>CRAFT</b>	<b>POSITION TYPE</b> <i>(Circle One)</i> FTR   PTR   PTF   PSE	
<b>SIGNATURE OF EMPLOYEE</b>		<b>DATE</b>	<b>UNION TRANSFER CANCEL DUES TO:</b> <i>(Circle Union)</i> NALC   NPMHU   NRLCA		
(PSE)		Return Original To: American Postal Workers Union, AFL-CIO / 1300 L Street NW, Washington, DC 20005			Form 1187



*American Postal Workers Union, AFL-CIO*

**ORGANIZING DEPARTMENT**

Mark Dimondstein, President

Anna Smith, Organization Director

1300 L Street, N.W. • Washington D.C. 20005

[www.apwu.org](http://www.apwu.org)

