



November 27, 2017

Mr. Lamont Brooks
Assistant Director (A) Clerk Division
American Postal Workers Union, AFL-CIO
1300 L Street NW
Washington, DC 20005-4128

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7016 1970 0000 3442 7276

Dear Lamont:

This is in response to questions you raised at our November 2 meeting concerning development of the "Virtual Timecard." The union was provided notice of this initiative by letter dated August 30.

We have restated your questions followed by our responses below:

Question: "Through what program/system will the virtual timecard be viewable? TACS? E-payroll? Will the employees need an additional password? Is this a "view" only program so no adjustments can be made by unauthorized personnel?"

Response: The "Virtual Timecard" will be accessible through the ePayroll (or similar) interface, by using the employee's LiteBlue password. It is a view only system and will not impact the payroll adjustment process.

Question: "Is it the clock rings that will be viewable and for how many days is it viewable?"

Response: An employee will be able to view his/her clock rings for at least the current service week.

Question: Does this put the responsibility on the employee to review and ensure the rings are correct? Need assurance that if it is not reviewed or signed off on (do not know if the clock rings need to be signed off on with this program) this does not negate a future payroll adjustment if necessary.

Response: Employees will not be mandated to view the "Virtual Timecard" or, if they use the application, to acknowledge that their clock rings are correct. If a pay adjustment is necessary, the current process will be followed.

Question: "What is the need/purpose of the Focus Group?"

Response: The focus groups will be used to assist in the design of the data interface and provide feedback on the report format.

Question: "Where will the Focus Groups take place?"

Response: The locations have not been finalized.

Question: "It is improper to hold Focus Groups with APWU represented bargaining unit employees as a result of a national directive without APWU national approval. The same is mandated at the local level (NLRB ruling and Tulino letter.) Do we have a dispute?"

Response: We do not understand your allegation that conducting the subject focus groups is inconsistent with an "NLRB ruling and Tulino letter." Nevertheless, we note that the union was provided advance notice (dated August 30) of the focus groups. Furthermore, the November 2 meeting you attended concerning this subject occurred prior to the focus groups meeting.

Please contact Tad Gallo at extension 3684 if you have question concerning this matter.

Sincerely,



Alan S. Moore
Manager
Labor Relations Policies & Programs