

**APWU and USPS
Maintenance Craft Questions and Answers**

Implementation of POSTPlan Custodial Staffing Agreement

1. What are the timelines from February 10, 2020, the date the agreement was signed?
 - 60 days (April 10, 2020) - Postmaster has to provide calculations of APO/RMPO to local or state Union President who represents the installation
 - 60 days (April 10, 2020) - current custodial employee has to opt-in or out of having driving requirement added to position
 - 90 days (May 10, 2020) - post custodial job vacancy or new custodial duty assignment(s)
 - 180 days (August 8, 2020) – entire process complete

2. What is the formula for the computation in the MOU, Re: Subcontracting Cleaning Services?

Response: Step 1: The interior square feet of the APO and all associated RMPOs to the APO are added together and the results are divided by 18,000.

Step 2: The exterior paved and unpaved square feet of the APO and all associated RMPOs are added together and the results are divided by 500,000.

Step 3: Add the final numbers from Step 1 and Step 2 together to determine the final calculation. If the number is 1 or more, the installation will be cleaned by Maintenance Craft Custodial employees. If the number is less than 1, a contract cleaning service can be utilized for the offices within a POSTPlan Installation.

For example, an APO with two associated RMPOs (RMPO 1 and RMPO 2) would be calculated as follows:

	Interior Square Feet	Exterior Paved Square Feet	Exterior Unpaved Square Feet
APO	9,100	6,000	5,500
RMPO 1	5,000	3,500	4,500
RMPO 2	3,000	2,500	3,500
Total Interiors/ Exteriors	17,100	12,000	13,500

17,100 divided by 18,000 = 0.95

25,500 divided by 500,000 = 0.51

Summation of fraction = 1.01

(To be cleaned by Maintenance Craft Custodial employees)

3. If the calculation is 1 or more, does that require a full-time custodian in the Installation?

Response: The number of full-time or part-time regular custodial hours for the Installation can be found on Form 4852, Workload Analysis Summary. The

determination on whether to hire a FTR or PTR equivalent to the number of hours on the 4852 is Management's discretion. FTRs must be hired to the greatest extent possible.

4. When the calculation as identified in the MOU, Re: Subcontracting Cleaning Services identifies the installation as less than 1, is the Postmaster still required to provide the computation to the local or state Union President who represents the installation?

Response: Yes, the calculation must be provided regardless of the final computation.

5. What is the process of filling custodial vacancies in the APO/RMPO environment?

Response: Filling vacancies must be done in accordance with Article 38 and the Joint Contract Interpretation Manual (JCIM).

6. Once a new maintenance job is created, who can apply for it?

Response: The job must go through the normal process of the order for filling vacancies in the Maintenance Craft.

7. Can a current custodian be required to drive and use his/her own vehicle?

Response: No. However, the current custodian can elect to have such duties added to his or her duty assignment and must inform the Postmaster no later than April 10, 2020, of the decision. After April 10, 2020, the option to elect to have the duties added is no longer available to the current Custodian(s).

8. If the current custodian does not opt in to having driving and POV added to qualifications, what happens to the new additional hours at the facilities where the current custodian is not domiciled?

Response: In this unique situation, those hours will be assigned to other available APWU Bargaining Unit Employees in accordance with the MOU regarding two hours or less of contracted out custodial duties. Once the current custodian vacates the position, the notice of intent for the custodial position should be posted with a driving requirement and the custodial duties returned to the Maintenance Craft.

9. If the current custodian decides not to opt in for driving and POV requirements, will Line H requirements and/or remedy apply to APO/RMPO?

Response: Line H requirements and/or remedy only apply to offices maintained by Maintenance Craft Custodial employees.

10. What is the involvement of local/state Presidents who represent the installation in this process?

Response: Presidents should be proactive in creation of duty assignments and area of coverage for duty assignments.

11. What compensation will custodians receive for driving between facilities?

Response: Employees will receive higher-level pay when driving a Postal Service vehicle and higher-level pay plus mileage reimbursement when driving a POV.

12. How is travel time accounted for when developing a staffing package?

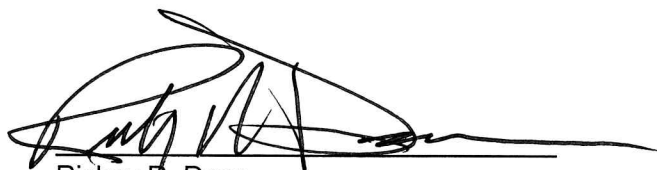
Response: The total annual travel time will be listed as a line item on PS Form 4852, Table C – Supplemental Project Hours, but will not be used when determining if Line H obligations were met at the end of each fiscal year.

13. What compensation will custodians receive for driving between facilities?


Response: Employees will receive higher-level pay when driving a Postal Service vehicle and higher-level pay plus mileage reimbursement when driving a POV. When a custodian is required to return to a facility to end tour, he/she will continue to be paid in accordance with the Agreement.

14. Are driving and POV requirements applicable to non-POSTPlan installations/facilities?

Response: No. This agreement applies only to custodial duty assignments in POSTPlan Installations and cannot be cited as precedent or having applicability in other installations/facilities.



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