

Joint Alternate Route Adjustment Process 2011 Stand Up Talk

Routes in this office have been selected for evaluation and potential adjustment(s) using the Joint Alternate Route Adjustment Process. Under JARAP 2011, changes to routes in a selected zone can only be accomplished using this joint process.

The District Evaluation and Adjustment Team (DEAT) members for this delivery unit are _____ and the evaluation period selected for evaluation is _____. The implementation period for potential route adjustments is _____.

The Adjustment Team will review all available information for anomalies and potential data integrity issues. The team will also consider all information provided including actual times, base time, PS Form 3999's, fixed office times, mail volumes and carrier comments to come up with an evaluated time and adjust your route/routes, if needed. On each work day during the life of this agreement, the Workhour Workload Report for all routes, for the previous day, will be posted daily in a convenient location.

The Adjustment Team will consider information from the carrier's initial consultation regarding the route's office and street time for the data analysis review period to ensure that the office time and street time selected is representative of the route. While we will ask for your suggestions regarding possible adjustments, please understand that it will not always be possible to honor every suggestion.

Upon assignment to your delivery unit, the Adjustment Team will immediately advise the Local Office Contacts that they need current representative PS Forms 3999 for the purpose of moving territory, if necessary, during adjustments. The Local Office Contacts will be the Postmaster or designee and the Branch President or designee. Such PS Form 3999 will be completed as soon as practicable.

The Local Office Contacts for your delivery unit are _____.

The Local Office Contacts are responsible for notifying the Adjustment Team of any local issue relevant to route evaluation and adjustment, current or anticipated vacancies, or any potential data integrity issues. Local Office Contacts will provide seniority lists and information regarding replacement carriers.

Joint consultations will be conducted by the Local Office Contacts with each carrier involved to obtain their input regarding the evaluation and proposed adjustments. No adjustment will be finalized until after the carrier consultations have taken place.

When a 3999 is conducted on your route during this process, management will explain to you the examiner's comments and the reasons for any time recorded as nonrecurring street time, as well as any editing of the original PS Form 3999. Additionally, you will have the opportunity to write your comments on an attachment to the original unedited copy of the PS Form 3999.

The unedited copy of each PS Form 3999 along with examiner and carrier comments will be provided to the appropriate adjustment team. When multiple 3999's are conducted for a route, the 3999 that is closest to the selected street time will be used for the purpose of transferring territory.

You will be provided the evaluated time for your route as soon as practicable after the Evaluation Consultation and in advance of the Adjustment Consultation. Any changes made to the proposed adjustments after the Adjustment Consultation will be communicated with the carriers involved in advance of implementing route adjustments.

Seniority will be considered when excessive route changes are anticipated, provided such consideration does not adversely affect the efficiency or effectiveness of the adjustments. At the option of the Branch President, all full-time city delivery duty assignments in a zone where routes are optimized using Carrier Optimal Routing (COR), will be opened for expedited bidding by seniority.

Within 30 days after the initial adjustments are implemented, the Local Office Contacts will review the selected zone(s) and may jointly agree to make necessary changes to park points, relays, lines of travel, etc. The Local Office Contacts may also jointly request approval from the District Lead Team to make territorial changes as necessary to correct any obvious errors with the initial adjustments.

The Local Office Contacts can request a Route Adjustment Review within 120 days following the implementation of the initial joint route adjustment. Either Local Office Contact can initiate a review by completing a review request form. The reasons for the request must be explained on the form and whether or not there is agreement on the need for a review.

If the District Lead Team determines a follow-up evaluation is needed, the District Lead Team will either conduct the review or assign it to a District Evaluation and Adjustment Team, as appropriate. The team completing the evaluation will use the methodology outlined in the Joint Alternate Route Adjustment Process agreement for all routes in the zone and adjust those needing adjustments.

It is important that you communicate any issues with the adjustments to the local contacts so they can be addressed in the review process.

May we answer any questions you may have?