

## **Joint Alternate Route Adjustment Process Stand Up Talk**

The National Association of Letter Carriers, AFL-CIO (NALC) and the United States Postal Service (USPS) entered into agreement the Memorandum of Understanding (MOU) Re: Joint Alternate Route Adjustment Process (JARAP) on April 29, 2010. In this newly agreed upon process, the parties have selected a route(s) in this unit for evaluation and potential adjustment(s) using the Joint Alternate Route Adjustment Process.

The NALC/USPS has appointed a route evaluation team(s) in your District who will be used to implement the methodology outlined in the Joint Alternate Route Adjustment Process. A District Lead Team (DLT) has been established to coordinate the effort for the District and help to resolve issues during the process. The evaluation team(s) will be responsible for data analysis, route evaluation and adjustment, and oversight of jointly conducted carrier consultations. The NALC representative(s) on the evaluation team(s) are appointed by the National NALC President while the USPS representative(s) are selected by the District Manager.

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

The DEATs 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. Seniority will be considered when excessive route changes are anticipated, provided such consideration does not adversely affect the efficiency or effectiveness of the adjustments.

The DEATs will also consider feedback from the carrier's initial consultation regarding the route's office and street time regarding the above components used for the data analysis review period to ensure that the office time and street time selected is representative of the route.

Upon assignment to your delivery unit, the DEATs 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 DEATs and the Local Office Contacts maintain an ongoing communications to share information necessary to evaluate and adjust routes.

The Local Office Contacts for your delivery unit are \_\_\_\_\_ and \_\_\_\_\_.

The Local Office Contacts are responsible for notifying their designated DEATs 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.

Local Office Contacts will use a nationally developed script to conduct both the initial and the proposed adjustment consultations with the carriers.

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.

After implementation of the route adjustments, the DLTs will review the Route Review Reports for the September 1 through October 15, 2010 time frame for any route(s)/zone(s) that completed route adjustments to jointly determine if the routes/zones are in proper adjustment. If the team determines that all previously evaluated and adjusted routes within a zone are properly adjusted, no further action is required. If it is determined that several routes will likely need adjustment the DLT will assign the evaluation/adjustment to a District Evaluation and Adjustment Team for completion. The team completing the evaluation will use the methodology outlined in the Joint Alternate Route Adjustment Process agreement for those routes needing adjustments.

May we answer any questions you may have?