

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
UNITED STATES POSTAL SERVICE
AND THE
AMERICAN POSTAL WORKERS UNION, AFL-CIO**

Re: Clerk Craft PSE Hiring and One Day Break

All Clerk Craft PSEs shall be hired effective on a Saturday, the start of a pay period. The PSE may start working any day of that pay period as determined by the Postal Service.

A PSE Clerk who wishes to be employed in another installation must apply and be selected off the appropriate hiring list, in accordance with normal hiring procedures. If the PSE is not at the end of an appointment, the employee will be given a one day break in service. The one day break shall occur on Friday, day 14 of the pay period. The employee's original Not-To-Exceed (NTE) appointment date will not change.

Placement into the new PSE Clerk position following the one day break in service shall be effective on the Saturday following the separation. However, the PSE may start working any day of the pay period as determined by the Postal Service.

When a PSE Clerk is hired in another installation pursuant to this agreement and the employee is in his/her first appointment, all time spent in the appointment directly before the one day break shall be credited towards completing the "ninety (90) work days or employed for 120 calendar days, whichever comes first," in accordance with the PSE MOU.

The PSE will start a new relative standing on the PSE rolls in the new installation.

This MOU does not apply to reappointments within the same installation, which require a 5-day break in service.

Unless extended by mutual agreement, for one year following the effective date of this document, disputes arising under this MOU will be referred to an Administrative Dispute Resolution Procedure (ADRP) at the Headquarters level.



Rickey R. Dean
Manager, Contract Administration (APWU)
United States Postal Service



Clint Burelson
Director, Clerk Division
American Postal Workers Union, AFL-CIO

Date: 1/5/2018

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