

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

Re: Bulk Mail Tech and Mailing Requirement Clerk Position Qualification

For the duration of this Memorandum of Understanding (MOU), the following will apply to those employees who are, or will be, pending qualification for Bulk Mail Tech and Mailing Requirement Clerk (MRC) positions:

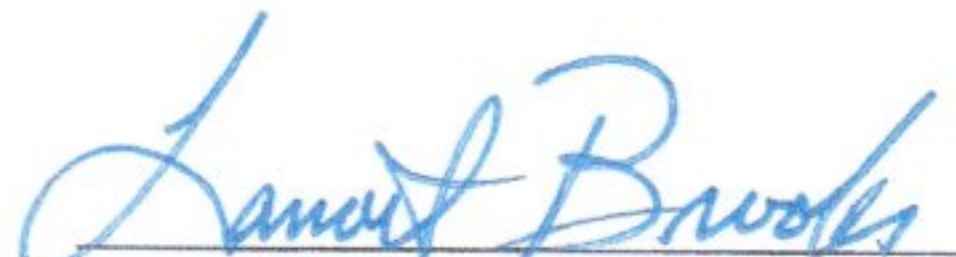
- Before employees will be deemed as pending qualification, they will still be required to pass the necessary pre-requisite training.
- Once employees are determined to be pending qualification, they will be detailed to the Bulk Mail Tech or MRC positions while completing the necessary qualification.
- The training will be 80 hours and done as a combination of virtual learning and on-the-job training (OJT). The virtual learning will be conducted at the PEDC training room. The virtual learning schedule is attached to this agreement.
- Social distancing will be practiced when completing the virtual learning and during OJT.
- Proctored Exam 427 will be suspended.
- The virtual learning and OJT will serve as the qualification necessary for placement in the position.
- For those employees who are unable to meet/completed the obligations of the training due to leave associated with COVID-19, the training will be delayed/deferred until they return to work.
- The training does not have to be performed consecutively, but should be completed as soon as reasonably possible based on local circumstances.
- Upon expiration of this agreement, any employees who have not begun the qualification training, will take the training at NCED.

The parties will revisit this issue immediately prior to this MOU's expiration to determine if extension is appropriate.

This MOU will expire May 30, 2020.



Rickey Dean
Manager, Labor Relations (APWU)
United States Postal Service



Lamont Brooks
Director, Clerk Craft
American Postal Workers Union, AFL-CIO

Date: April 3, 2020

WK# 1	DAY 1		DAY 2		DAY 3		DAY 4		DAY 5
HOUR	MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY
0700	Module 1 Introductions		Module 6 <i>PostalOne!</i> Basics Continued		Module 10 Mail Prep FCM Non-Machinable		Module 15 SOX		Module 20 IMb
0715									
0730									
0745									
0800	Module 2 BME Function		Module 7 Processing Categories		Module 11 Presort Basics		Module 16 Nonauto Flats Addressing		Module 21 Auto Letters
0815									
0830									
0845									
0900	BREAK		BREAK		BREAK		BREAK		BREAK
0915	Module 3 Basic Internet Skills				Module 11 PS Forms 3600 & 3602 & PS Form 8125		Module 17 Machinable Review of Mailability		Module 22 Auto Flats
0930									
0945									
1000									
1015	Module 4 Ref & Addressing		Module 8 Classes of Mail		Module 12 Mail Accpt & Verification		Module 18 Nonprofit		Module 23 Excp & Appeals Course Review
1030									
1045									
1100									
1115	Lunch		Lunch		Lunch		Lunch		Lunch
1130									
1145									
1200									
1215	Module 4 Continued		Classes of Mail (Continued)		Module 12 Continued		Module 18 Continued		Course Review Continued
1230									
1245									
1300									
1315	Module 5 Customer Service		Module 9 Postage Payment Methods		Module 13 Performance of Verifications		Module 19 Enhanced Carrier Route		Practice Test
1330									
1345									
1400									
1415	<i>PostalOne!</i> Basics		BREAK		BREAK		Self-Study Time -- Practice Test		BREAK
1430									
1445									
1500									
1515	Self-Study Time 1 hour		Self-Study Time 1 hour		Self-Study Time 1 hour		Review -- Practice Test		Review Practice Test
1530									
1545									
1600									