

Hold Down Assignments (Also called “Opting”)

Did Management violate Article 41, Section 2.B.3-5. of the National Agreement and Article _____, Section _____ of the _____ Local Memorandum of Understanding by failing to grant Letter Carrier _____’s Hold Down Request for Route _____, and if so, what should the remedy be?

Did Management violate Article 41, Section 2.B.3-5 of the National Agreement by failing to grant Letter Carrier _____’s Hold Down Request for Route _____, and if so, what should the remedy be?

• Minimum Documents Needed

1. Copy of Hold Down Request.
2. Evidence that the route involved was vacant for a period of five days or more.
3. Copy of the Local Agreement (LMU).

Higher Level Assignments (T-6 Positions)

Did Management violate Article 25, Section 2 of the National Agreement and Article _____ Section _____ of the _____ Local Memorandum of Understanding by failing to post Letter Carrier _____’s Higher Level (T-6) Position when it became temporarily vacant for a duration of 5 days or more during the period _____ (Dates), and if so, what should the remedy be?

Did Management violate Article 25, Section 2 of the National Agreement by failing to post Letter Carrier _____’s Higher Level (T-6) Position when it became temporarily vacant for a duration of 5 days or more during the period _____ (Dates), and if so, what should the remedy be?

Did Management violate Article 25, Section 2 of the National Agreement and the “Brown Memo” (M-00452) by failing to pay Letter Carrier _____ Higher Level Pay while assigned to Letter Carrier _____’s T-6 swing during the period _____ (Dates), and if so, what should the remedy be?

- **Temporary vacancies of 5 days or more for T-6 positions are filled via Article 25 rather than through Article 41. However, they should be posted in accordance with the LMU.**
- **Letter Carriers (to include PTF’s) are to be paid Higher Level Pay when assigned to these positions for 5 days or more.**
- **You should see to it that a PS Form 1723 is cut for a Letter Carrier temporarily assigned to a T-6 position to ensure they are properly paid.**
- **M-00452 can be found in the MRS index on the “Library” page**

