

SUPPLEMENTAL PAY ISSUES

EL-902 Article 9.2.N. (USPS/NRLCA National Agreement)

"When a rural carrier (Designation 71 or 72) is required to view training presentations which are not incidental to normal daily performance, and has not been provided an equivalent amount of auxiliary assistance, the carrier will be compensated based on the actual time required, multiplied by the national average hourly rate for rural carriers."

"In those instances where training is received in full-day increments, the carrier will receive compensation for the full day(s) at the evaluated rate of the assigned route."

"All other rural carriers (Designations 73, 75, 76, 77, 78 and 79) will be compensated based on actual time used for training multiplied by their individual computed hourly rate."

PS 8127 - RURAL CARRIER SUPPLEMENTAL PAYMENT:

This form was designed to fulfill the requirements of Article 9.2.N. Although no exact definition exists, functions that are proper for the supplemental payment should meet the following criteria:

CRITERIA:

1. An action or task that is not directly related to normal daily work functions (casing and delivering the mail).
2. An action or task that does not occur on a daily or weekly basis (If it did, theoretically, it should have been computed into the routes evaluation under Column "R", Other Time, during a mail count.) SEE PO-603, 535.12r-- Column R -- Other suitable allowance: "(1) A reasonable time allowance may be claimed for unusual conditions, or for other services rendered on a daily or weekly basis, that are not accounted for under normal work functions."
3. An action or task for which no time has been allotted in the rural route standards.

EXAMPLES OF AUTHORIZED PS 8127 PAYMENTS:

VOE Training, DPS Mis-sequenced Errors, Counting Mail (during a National Count), CFC Talks, Savings Bond Drive Video.

EXAMPLES OF UNAUTHORIZED PS 8127 PAYMENTS:

* CLASS Edit Maintenance – All routes counted should have time authorized under Column 'R', (Other Suitable Allowance) for CLASS maintenance.

* Newly Bid Route (Voluntary) – (Ref. EL-902, Article 9.2.M.3. – Page 33) ONLY when a carrier bids a route outside the delivery unit, is the carrier entitled to one day of "on the clock" familiarization training on the new route. Payment is made on PS 1314, NOT on PS 8127. Provide the carrier with auxiliary assistance for the authorized time.

* Route Adjustments – (Ref. EL-902, Article 9.2.M.4. – Page 33) When a regular route

is substantially changed by major additions of territory, the regular carrier serving the route shall be scheduled for "on-the-clock" familiarization training. Authorized time is dependent on the number of boxes added. Payment should be made using PS 1314 or through Auxiliary Assistance, NOT on PS 8127.

* Case Label Maintenance – (Ref. PO-603, Section 213.3) Rural carriers are required to maintain case labels under normal circumstances. This is part of their normal job responsibilities and duties. (Case label changes required because of significant territory adjustments would exceed "normal" circumstances.)

1. Not a "Catch All" for miscellaneous payment.
2. No Leave Replacement carriers are paid on PS 8127. (Only Des. 71 or Des. 72)
3. Record the Regular Carrier's name, Social Security number and Finance number.
4. Record the dated and timed MINUTES. If time is recorded in hours or missing, it will be RETURNED UNPROCESSED.
5. Indicate the pay period, year and week. Ideally, only one PS 8127 should be completed per accounting period.
6. Carrier, Postmaster and District MUST sign this form. If any signature is missing, it will be RETURNED UNPROCESSED.
7. Record the reason for payment in the 'Justification' box. If no reason entered - it will be RETURNED UNPROCESSED.
8. Submit PS 8127 to the District for approval by Operations Programs Support. NO forms should be mailed to Minneapolis for processing. The field processes ALL PS 8127's.
9. If the Regular carrier (Des.71) happens to be in FLSA Code "A", their time is included in their PS 1314 in their total weekly work-hours block for the proper week. No FLSA Code "A" employees are paid with PS 8127
10. It costs \$75.00 for every 8127 the DATA site processes, whether for 3 minutes or 210 minutes of time. CSA's must evaluate every one submitted and if there are questionable items such as short amounts of time for safety talks, training etc. send back and spread the time throughout the year locally.