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APWU
INDUSTRIAL RELATIONS DEPT.

August 19, 2013

Mike Morris
Industrial Relations Director
American Postal Workers Union
(APWU), AFL-CIO
1300 L Street, NW
Washington, DC 20005-4128

Certified Mail Tracking Number:
7013 1090 0002 4435 1732

Dear Mike:

This notice is to provide the APWU with information regarding the Postal Service process to adjust the overtime calculations for Postal Support Employees (PSEs).

The overtime rate calculation was corrected in pay period (PP) 14 and the FLSA overtime calculation, including night differential, was done in PP17. The retroactive pay adjustments will be processed in PP19.

All adjustments for on-rolls employees will be sent via check or direct deposit depending upon the manner in which the employee's usual payroll check is processed. A PSE employee no longer on the rolls will receive the adjustment via a paper check. PSEs that are not on the rolls will receive a letter informing them that they have been issued a pay adjustment check, and that they will have three weeks to pick it up at the office where they were last employed. If they fail to pick up the check within the three weeks, they will need to contact the Eagan Accounting Service Center to have the check mailed to them. They will also receive a self addressed stamped envelope to use for notification to the Postal Service of a change of address, if they would like the check forwarded to a location other than their last address of record. This notification/retrieval process is necessary for Department of Labor compliance.

If you have any questions, please contact Rickey Dean at extension 7412.

Sincerely,

A handwritten signature in dark ink, appearing to read "Patrick M. Devine".

Patrick M. Devine
Manager
Contract Administration (APWU)