

DEBORAH GIANNONI-JACKSON
VICE PRESIDENT
EMPLOYEE RESOURCE MANAGEMENT



July 1, 2011

AREA VICE PRESIDENTS

SUBJECT: Modified Assignment Process for Limited Duty and Rehabilitation Employees

The reassessment of Limited Duty and Rehabilitation employees, referred to as the National Reassessment Process (NRP), concluded on January 31, 2011.

Assignment of Limited Duty and Rehabilitation employees will continue to be made in compliance with Employee and Labor Relations Manual (ELM) Section 546, Handbook EL 505, all applicable federal laws and regulations, and our collective bargaining agreements. And the attached *Guidelines for Assignment* should be used when trying to identify adequate work for limited duty and rehabilitation employees.

As questions arise, managers and supervisors should work closely with Health and Resource Management, Labor Relations, the Human Resources Manager, and the Law Department in order to clarify the issues presented and to ensure compliance with both Postal Service and federal regulations.

We will appreciate your support and assistance to ensure these guidelines are met.

A handwritten signature in black ink, appearing to read "Deborah Giannoni-Jackson".

Deborah Giannoni-Jackson

Attachments