

The following is the order for filling vacant maintenance positions:

1. Select the ranking employee on the appropriate preferred assignment register (PAR).
2. An unassigned regular employee may be assigned to the vacant duty assignment.
3. Activate retreat rights for excessing which occurred under 12.5.C.4 (within craft and installation).
4. Consider higher-level qualified maintenance employees requesting change to lower level. A "previously submitted" written request for assignment to lower level must have been submitted prior to the close of the Notice of Intent (Article 38.5.A.10).
5. Select the ranking employee on the appropriate promotion eligibility register (PER).
6.
 - a. Activate retreat rights for excessing which occurred under 12.5.C.5.
 - b. **Offer former Maintenance Craft employees within the installation that were involuntarily reassigned into the installation and into another craft under 12.5.C.1 (discontinuance of an independent installation) and/or 12.5.C.5 (reduction in the number of employees in an installation other than by attrition). Selections shall be made using service seniority as defined in Article 38.2.E.**
7. **Select Maintenance Craft Employees on the In-Service Register.**
8. **Select Maintenance Craft employees requesting a transfer:**
 - a. Maintenance Craft employees who are already qualified for the position in question;
 - b. Maintenance Craft employees who are not qualified for the position in question but have been afforded an opportunity to qualify under the provisions for qualifying for transfer (see EL-304, Qualifying for Transfer).
9. Consider non-Maintenance Craft employees on the in-service register in score order:
 - a. **APWU represented career Craft employees;**
 - b. **Other career bargaining unit postal employees.**
10. **Select** current career employees for return to Maintenance Craft to a position previously held or to any position of equal or lower level for which he/she holds an eligibility rating. Employee must meet the time and eligibility criteria (outlined below).
11. Consider non-Maintenance requesting transfer through eReassign.
12. Consider former career postal employees for return to Maintenance Craft to a position previously held or to any position of equal or lower level for which he/she holds an eligibility rating. Applicants must meet the reinstatement requirements and the time and eligibility criteria (outlined below).
13. **Consider APWU non-career bargaining unit employees with an in-service eligibility in score order.**
14. **Consider career National Rural Letter Carrier Association (NRLCA), Postal Police Officer, Nurse, Human Resource Shared Service Center (HRSSC) bargaining unit postal employees, with an in-service eligibility in score order.**
15. **Consider Executive and Administrative Schedule (EAS) employees in score order.**
16. Consider entrance register eligibles in score order.