

DEAN J. GRANHOLM  
VICE PRESIDENT  
DELIVERY AND POST OFFICE OPERATIONS



August 1, 2011

VICE PRESIDENTS, OPERATIONS (AREA)

SUBJECT: Vehicle Maintenance Facilities – Postal Support Employees

The new APWU collective bargaining agreement provides provisions that will be advantageous to our Vehicle Maintenance operations if properly implemented. The new agreement provides the flexibility to hire Postal Support Employees (PSE) and contains a requirement to hire 740 career employees (Level 8, 9, and 10 Technicians). This agreement provides an opportunity to reduce vehicle operating costs when properly managed. To realize the maximum benefits of these two opportunities, effective immediately, the following policies are in effect for all Vehicle Maintenance Facilities (VMFs):

**1) Moratorium on filling vacant PS-08 Automotive Technicians, PS-09 Lead Technicians and PS-10 Lead Technicians.**

Headquarters (HQ) Delivery will have the final approval authority on the hiring and placement of the 740 career level 8, 9 and 10 technicians identified in the contract. Headquarters Delivery will use quantitative analysis and work with each of your areas to identify the optimal placement of the positions contingent upon each VMF's workload and existing craft complement.

**2) Area review before filling vacant VMF Clerk positions.**

Any new hires of VMF clerks should be scrutinized by the area. To the greatest extent possible, VMFs must consider utilizing PSE positions before requesting approval to fill these positions with career employees. HQ Delivery is in the process of evaluating a new system which will reduce the administrative needs of a VMF starting in 2012. Filling residual VMF clerk vacancies with PSEs provides the Postal Service with the flexibility to control its administrative needs and take maximum advantage of the new system once implemented.

**3) Area review filling vacant Garageman career positions.**

Any new hires of Garagemen should be scrutinized by the area. When appropriate, VMFs should consider the use PSE Garageman positions before filling these positions internally with career employees.

All hiring approval requests for PS-08, PS-09, and PS-10 positions must be submitted in writing from the Area Vice President. If you have any questions please contact J Otis Smith at (202) 268 3024 or Kirby Cothren at (703) 280-7325.

A handwritten signature in black ink, appearing to read "Dean J. Granholm".

Dean J. Granholm

475 L'ENFANT PLAZA SW  
ROOM 7017  
WASHINGTON, DC 20260-7017  
202-268-8600  
FAX: 202-268-5331  
www.usps.com