



National Postal Mail Handlers Union

Paul V. Hogrogian
National President

Michael J. Hora
National Secretary-Treasurer

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*Vice President
Central Region*

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*Vice President
Eastern Region*

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*Vice President
Northeastern Region*

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*Vice President
Southern Region*

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*Vice President
Western Region*

Nov 17, 2022

TO: All Local Union Presidents
National/Regional CAD

FROM: Paul V. Hogrogian, National President *PH*
Teresa Harmon, Manager, CAD *TH*
Thomas Ruther, CAD Representative and NDRC Member *TR*

RE: Craft Determination, Single Induction Process Sorter (SIPS), Small Delivery unit Sorter (SDUS)

We enclose a copy of a November 14, 2022 letter, just received in the National Office, that sets forth the Postal Service's determination of craft jurisdiction for employees operating the Single Induction Parcel Sorter (SIPS) and the Small Delivery Unit Sorter (SDUS). The SIPS and SDUS are currently deployed throughout the country in both Function 1 and Function 4 facilities.

As set forth in the attached letter, the Postal Service has determined that jurisdictional assignments on the SIPS and SDUS should be divided between the Mail Handler Craft and the Clerk Craft similar to the determination used for the Automated Delivery Unit Sorter (ADUS). For those facilities in which Mail Handlers are present, mail handlers have been assigned in Function 1 (F1) operations to the staging of packages and equipment, to the sweeping of packages (removal of full containers and replacement with empty containers) including "sort plan switch out," and to the transportation of full containers to dispatch. A different rule has been established for Function 4 (F4) operations.

Under the Update MOU, the National Office has precise deadlines for challenging this determination, for discussing the issues at the NDRC, and for appealing any remaining disputes to National arbitration. The NPMHU will comply, to the extent necessary, with all of these procedures, which are reprinted here for ease of reference:

12. Either Union may initiate a dispute at the National level within twenty-one (21) calendar days from the date of receipt of a National craft determination made by the Postal Service; otherwise, that craft determination will be final and binding on the parties. The NDRC shall have sixty (60) calendar days after receipt of the dispute to attempt to resolve the dispute.

- a. If the dispute is resolved, a tripartite settlement agreement will be signed by the three parties.
- b. If the dispute is unresolved at the end of the sixty (60) calendar day period, a tripartite decision will be written by the NDRC setting forth the position of each party. The moving party may appeal the dispute to National RI-399 arbitration within twenty-one(21) calendar days of the receipt of the written decision of the NDRC. Copies of the appeal must be provided to the other parties through the NDRC within the twenty-one (21) day timeframe.
- c. Disputes concerning National craft determinations may be initiated only at the National level.

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- f. Any National-level case disputing a craft jurisdictional determination will be arbitrated within six (6) months of the implementation of the determination.

The National Office will begin the process of disputing the craft jurisdictions through the RI-399 Update MOU.

Should you have any questions about this letter or its implementation in any particular facility, please contact the National CAD. Please note that, as stated in the USPS letter, any ADUS machine that currently is operational should be adjusting assignments, if necessary, within 90 days from the November 14, 2022 date of the USPS letter, and this jurisdictional determination will go into effect no sooner than 45 days from the November 14, 2022 date of the USPS letter.

Please disseminate this memorandum and the attached letter as you deem appropriate.

Cc: Mike Hora, National Secretary-Treasurer
National Executive Board



November 14, 2022

Mr. Paul V. Hogrogian
President
National Postal Mail Handlers' Union
815 16th St NW, STE 5100
Washington, DC 20006-4101

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Dear Paul:

This letter is in regard to the jurisdictional craft determination for operation of the Small Delivery Unit Sorter (SDUS) and the Small Induction Unit Sorter (SIPS).

The SDUS and SIPS are essentially the same equipment as the Automated Delivery Unit Sorter (ADUS). The SDUS are located in Function 4 facilities and are intended to provide processing support at delivery units. The SIPS are located in Function 1 facilities and are intended to provide processing support for mail processing operations.

The SDUS and SIPS are both designed to support the automated package processing of machinable parcels/bundles to output zones based on size, weight, and destination of the parcel. The Postal Service currently has ninety-four operational SDUS machines and seventy-four operational SIPS machines and is planning to deploy fifty-one additional SDUS through February 2023. There are no additional planned SIPS deployments at this time.

The standard configuration of the SDUS and SIPS includes a manual two-feed position sorter with discharge chutes to mail transport equipment (MTE), such as wire containers or pallet boxes. The number of chutes will vary by sorter based on space availability, machine configuration, and operational need. The SDUS and SIPS can be designed for between 24 to 200 chutes.

Parcels are staged near the induction stations for easy access by the stagers. The stagers remove parcels from the staging area and position the container in place for the facer. The Loader/Facer will then singulate, face, and place the parcels onto the induction belt with the label facing up so the barcode is visible. There is no keying operation associated with the SDUS or SIPS. Both sorters collect weight and dimensions of packages and includes a Postal Furnished Equipment (PFE) Top-read camera to scan barcodes. The SDUS has the capacity for an optical character recognition (OCR) enhancement. The SIPS is equipped with the OCR. The belt carries packages to the appropriate discharge chute and pushes the package into the associated MTE. Sweepers ensure that MTEs are accurately identified with placards and removed for transfer to the appropriate dispatch area.

The duties performed on the SDUS and SIPS are similar to those performed on the ADUS, Small Parcel Sorting System (SPSS) and Automated Parcel Bundle Sorter (APBS). As with these systems, the SDUS and SIPS has loader stations which are manned by employees. These employees pull, scan, and sort large non-machinable packages, singulate/separate packages, and face/feed packages before they go through the cameras that scan and affect the distribution of the packages not previously pulled, scanned, and sorted as large, non-machinable packages. Taken together, these functions are integral to the distribution function of the machine.

For those facilities where Mail Handlers are present, the primary craft designation for the performance of duties for operation of the SDUS or SIPS is as follows:

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|---|--------------------|
| 1. *Retrieval and staging of packages in swim/staging lanes for access by stagers/facers | Mail Handler Craft |
| 2. *Removing empty equipment containers from staging area: | Mail Handler Craft |
| 3. Retrieval of full containers from staging/swim lanes and pull, scan, and sort the large non-machinable packages from each container: | Clerk Craft |
| 4. Singulating/separating packages and facing/feeding packages onto induction belt: | Clerk Craft |
| 5. *In Function 1 (F1) operations operating a SIPS, sweeping packages (removing full containers and replacing with empty containers), includes sort plan switch out: | Mail Handler Craft |
| 6. **In Function 4 (F4) operations operating a SDUS, monitor discharge bins and pull, scan and sort medium and large no read/no barcode packages into the proper discharge bin, including sort plan switch out: | Clerk Craft |
| 7. *Transporting full containers to dispatch area: | Mail Handler Craft |

*Denotes that in offices where the associated task(s) is an integral part of the distribution function, the entire operation is a function of the primary craft performing the distribution.

**The containers utilized on the SDUS have a higher capacity and do not need to be changed out as frequently in F4, as a F1 plant sortation requires for the operation of the SIPS. The employees monitoring the bins during the run can also take any of the larger no read/no barcode packages from the No Read bin and scan/sort them into the corresponding sort bin. This is integral to the efficient operation of the machine in a delivery unit environment.

In facilities that do not include employees from the Mail Handler Craft, the primary craft designation for the performance of duties for operation of the SDUS is the Clerk Craft.

The actual number of employees required to perform the duties associated with the SDUS or SIPS at any time will be determined based on local configuration and operational needs. In the test sites where the SDUS or SIPS is already in operation and employees have been utilized for machine testing, assignment of the appropriate craft in accordance with this determination will be made as expeditiously as possible, but no later than 90 days from the date of this letter.

In accordance with the Memorandum of Understanding, *Update of Regional Instruction (RI) 399 Procedures*, dated June 26, 2018, the above stated craft designation will go into effect no sooner than 45 days from the receipt of this notice.

Sincerely,

A handwritten signature in black ink, appearing to read 'Shannon Richardson', with a long horizontal flourish extending to the right.

Shannon Richardson
Director
Contract Administration (APWU)