

THE MAIL CALL



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PRESIDENT'S REPORT

By Calvin Brookins

PS Form 3996

Whenever you cannot complete your route within eight (8) hours you should request and fill out a PS Form 3996, this is the form that a carrier is to use to request overtime/auxiliary assistance. Please take the time to complete it correctly. Instructions on how to fill out this form is located on the reverse side, if for some reason your supervisor is giving you a photo copy, you should request an original form with the instructions on the back.

I have heard that in some stations the supervisor is actually writing in the amount of time that they think you need to complete your assignment, if this is happening then your supervisor is incorrect in doing this. The M-41 Handbook, Section 131.41 states;

"It is your responsibility to verbally inform management when you are of the opinion that you will be unable to case all mail distributed to the route, perform other required duties, and leave on schedule or when you will be unable to complete delivery of all mail".

Basically what this language means is when you believe you will be unable to complete your route within eight hours you should request and complete a PS Form 3996. Section 131.42 of the same Handbook also states:

"Inform management of this well in advance of the scheduled leaving time and not later than immediately following the final receipt of mail. Management will instruct you what to do".

This means that once you have received all of your mail, flats, letters, parcel, accountables, etc. you should at that point and time notify management if you will be unable to complete your assignment within eight hours. Then management will instruct you as to what to do.

Make sure that management properly respond to your PS Form 3996 in regards to time you are requesting. Make sure that you get a copy of each 3996 that you complete after your supervisor has responded to it. The M-39 Handbook, Section 122.33 states:

"The employee, upon request, will be provided a Form 3996, Carrier Auxiliary Control, after the supervisor has been verbally informed as to the reason for the request. The employee shall not be denied the form and, upon request, a duplicate of the completed form will be provided to the employee".

What this means is that once you the employee request a 3996 your supervisor have to provide one to you. When you request a copy of the completed 3996 after your supervisor has responded to it, you cannot be denied that copy.

The 3996's that you fill out for each day you need overtime on your route is the paper trail the union will need to show that your route is longer than eight hours and by how much. Most of the times the original of these form seems to disappear from management files. If you keep a copy of it then you and the union will have access to the document. Remember if you properly request and complete a 3996 this will help to protect your rights down the road when route inspections are being done.

PS Form 1571

Whenever your supervisor instructs you to curtail mail, you should fill out a PS Form 1571 also known as a cut slip. You should take the time to complete this form correctly. Instructions on how to fill out this form is on the reverse side of the document. If management instructs you to curtail mail they should automatically provide you with a form 1571, M-39 Handbook, Section 111.2(J) states;

"Issue Form 1571 when carrier is instructed to curtail mail, indicating action thereon. Upon request, a duplicate of the completed form will be provided to the carrier."

(Continued on Page 2)

IN MEMORY OF
MARYLOU MOWER
PAST PRESIDENT
AUXILLARY

"The MailCall" is published monthly by "Heart of the Valley Branch 2462, NALC, 6910 Hayvenhurst Ave., Suite 101, Van Nuys, CA 91406 in the interest of and for the Letter Carriers of the Van Nuys Post Office and its Stations. ARTICLES FOR PUBLICATION MUST BE IN THE HANDS OF THE EDITOR ON NIGHT OF THE REGULAR BRANCH MEETING. ALL ARTICLES MUST BE TYPED OR ON COMPUTER DISK WITH SINGLE LINE SPACING. The Editor reserves the right to delete any article he deems necessary, improper, or unfit. All opinions expressed are those of the writer and are not necessarily those of the Editor or Branch 2462, NALC. The views expressed in this document are those of the author and do not necessarily represent the official views of the U.S. Postal Service. In the hopes that any material contained herein may be of benefit to your Branch and to the goals of the NALC, permission is granted to copy and/or use any material in this publication with our best wishes.

PRESIDENT'S REPORT

By Calvin Brookins

(Continued from Page 1)

ATTENDANCE CHART BRANCH MEETINGS

MONTH	J	F	M	A	M	J	J	A	S	O	N
MAIN OFFICE	2	1	2	2	2	2	2				
ENCINO	6	5	5	5	5	2	7	6			
CIVIC CENTER	2	1	1	1	1	2	1	0			
PANORAMA CITY	1	4	3	3	3	0	3	2			
SHERMAN OAKS	2	3	5	5	6	3	5				
SUN VALLEY	0	1	1	1	1	2	1				
TARZANA	1	0	1	1	1	1	1				
RETIREE'S	5	6	4	6	3	4	4				
TOTAL	19	21	22	24	18	22	21				

**MEETING PLACE OF BRANCH 2462, NALC
6910 HAYVENHURST AVE., SUITE 101
VAN NUYS, CALIFORNIA**

**NEXT MEETING
6:30 PM**

**AUGUST
1st
"2006"**

**DEADLINE DATE FOR THE NEXT
ISSUE OF "THE MAIL CALL" IS**

August 1, 2006

**BRANCH OFFICE.....818-786-8505
O P C PERSONNEL OFFICE....818-374-5600
RETIREMENT PERSONNEL....661-775-7030**

"RETIREE CORNER"

Our Breakfast Meeting will be held at Hart's Restaurant, (Corner of Saticoy and Balboa). It will begin at 09:00 AM. The next 2 dates will be August 26th and September 23, 2006 (4th Saturday) So, please mark your calendar.....We hope to see you there.

Thank You

Frank Brash

If for some reason your supervisor instructs you to curtail mail and do not provide you with a form 1571 do not hesitate to request one. It is very important that you request and receive a copy of the form 1571 from your supervisor after he/she has signed it. The form 1571 is not valid unless it has been signed by your supervisor, it should also indicate how the curtailed mail is going to be handled for instance pm cased that day or case and delivered the next day.

The form 1571 is important because it shows how much mail your route is getting and how much mail you can deliver within eight hours. In case of route inspection disputes we need the 1571's to show how much mail your route gets. You should never curtail mail on your own and without written authorization from management. You could be setting yourself up for possible delay of mail charges and you could be fired for that.

Remember follow this advice anytime you fill you need a 3996 or a 1571.

Ray Kreyer award

The Ray Kreyer award will be presented at the retiree luncheon in October. If you have anyone in mind that you believe is worthy of this award please contact the union office or an Executive Board member in writing with that person name and a brief bio about what this person have done to further the cause of the union or have represented letter carriers in the course of their actions.

COLA

The projected accumulation for the eighth and final regular cost-of-living adjustment under the 2001-2006 National Agreement increased to \$666.00 following release June 14, of the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) for May.

The eighth COLA will be based on inflation between January and July 2006 and will be payable in the second full pay period following release of the July, 2006 index. The \$666.00 annual accumulation equals 32 cents per hour or \$25.60 per pay period.

The projected accumulation toward the 2007 retiree COLA was 2.9 percent following the release of the May CPI-W.

The 2007 COLA is to be based on the increase in the CPI-W between the third quarter of 2005 and the third quarter of 2006.

The 2007 COLA for Federal Employees Compensation Act (FECA) participants, to be determined on the rise in the CPI-W from December 2005 to December 2006, stands at 3 percent based on the May data.

VICE PRESIDENTS REPORT

Art Bocek

Claim Approval by OWCP

If disability is expected to occur or continue, OWCP will notify the employee by letter that his or her case is accepted. The letter will state the medical condition for which the claim is accepted and advise how to claim compensation benefits and obtain payment or reimbursement of medical bills. In cases involving potential long-term disability, OWCP will notify the employee of his or her obligation to seek work when he or she is no longer totally disabled. The supervisor will receive a copy of this notification and will also be asked to submit a copy of the employee's job description and job application (SF-171 or equivalent) to prepare for eventual reemployment. During the life of a claim, decisions may be rendered on various issues. OWCP usually advises employees by letter about such matters as approval or denial of surgical procedures and other forms of medical care, and payment of medical bills. Appeal rights are not usually included in such notifications, but OWCP will issue formal decisions on such matters if requested. Any determination that sets forth OWCP's findings in the case and includes a description of the employee's appeal rights is known as a formal decision. OWCP issues a formal decision whenever it reaches an adverse decision about entitlement, such as denial of an initial claim or denial of continuing benefits. Three avenues of appeal are provided for employees (the agency is not entitled to appeal). The employee may request only one form of appeal at a time.

Hearing

The employee is entitled to either an oral hearing before an OWCP representative or a review of the written record (but not both), as long as written request is made within 30 days of the formal decision and a reconsideration has not already been requested. The employee may request a change of format under certain circumstances. The request should be sent to the Branch of Hearings and Review at the address stated in the appeal rights; no special form is needed. If an oral hearing is requested, it will be held within 100 miles of the employee's home, and the employee may present written evidence or oral testimony in support of the case. If a review of the written record is chosen, the employee may not present oral testimony, but he or she may submit written evidence or argument. If an oral hearing is requested, OWCP will advise the agency of the date and time. The agency may send one representative (or more, where appropriate) to the hearing and/or request a copy of the transcript. The agency representative may not participate in the proceedings, however, unless specifically invited to do so by the employee or the OWCP representative. For either an oral hearing or a review of the written record, OWCP will allow the agency representative 20 days to submit comments and/or additional documents, which will be subject to review and comment by the employee within a further 20 day period. After the oral hearing is held or the review of the written record is completed, OWCP will issue a formal decision, including a description of the employee's further appeal rights.

Reconsideration

The employee may ask OWCP to reconsider a formal decision made by the district office. The request should be addressed to the district office; no special form is required, but the request should clearly state the grounds on which it is based. It must be accompanied by relevant evidence not previously submitted or arguments for error in fact or law in reaching the contested decision. A reconsideration must be requested within one year of the date the contested formal decision was issued. For any request which meets these criteria, OWCP will provide the agency representative with a copy of the employee's request, and allow 20 days for submittal of comments and/or documents, which will in turn be subject to the employee's review and comment within 20 days. Following reconsideration, OWCP will issue a new formal decision, which includes a description of the employee's further appeal rights.

Review by Employees' Compensation Appeals Board (ECAB)

An employee may request review by the ECAB, which is the highest authority in Federal workers' compensation claims. The employee should file for such review directly with the ECAB at the address shown in the formal decision. The ECAB's review is based solely upon the case record at the time of the formal decision; new evidence is not considered. Employees residing within the continental United States or Canada should file application for review within 90 days of the date of the decision. Employees residing elsewhere should file within 180 days of the date of the decision. For good cause shown, the ECAB may excuse failure to timely file an application for review if it is filed within one year of the date of the decision.

Remember, "Rights Are Like Muscles, Use Them Or Lose Them."

This is your Vice President, I welcome your comments.

BRANCH 2462 NATIONAL CONVENTION DELEGATES

*= Automatic Delegate

CALVIN BROOKINS *	ART BOCEK *
STEVE SEYFRIED *	BOB JOHNSON *
VELMA McCLINTON *	TRACY MULLINAX *
JEFF JACKSON *	LARRY DOLABSON *
ROGER ASKEW*	JANETTE DOLABSON *
BOB ENZ *	JAMES TUKESBREY
LEE FENSTERMACHER	JOHN BURTON
MARTA MIHICH	RICHARD REIMER
RAOUL DOZAL	KATHY CRAWFORD
JACK WINKLE	KAREN AGUILAR
JULIUS RIBAS	TIA WILSON
FRANK BRASH	RICHARD MORENO
TED DeMAIRE	HARRY BRENNEMAN
ELAINE BOYD	

"THE MAIL CALL"
BRANCH 2462, NALC
Steve Seyfried, Editor
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Van Nuys, CA 91406

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Branch Meeting Minutes
July 11, 2006
 By
Steve Seyfried, Secretary

The Meeting was held at the Branch 2462 Union Hall 6910 Hayvenhurst Ave, Van Nuys California. It was called to order by PRESIDENT CALVIN BROOKINS at 6:30 p.m. The Pledge of Allegiance was led by SGT-AT-ARMS ASKEW
 MOMENT OF SILENCE-In memory of MARYLOU MOWER past President of our Branch Auxillary.

ROLL CALL OF OFFICERS

PRESENT--- BOCEK, SEYFRIED, JOHNSON, McCLINTON, MULLINAX, JACKSON, L. DOLABSON, ASKEW

J. DOLABSON, ENZ

ABSENT--BROOKINS

MINUTES ACCEPTED AS PRINTED IN MAILCALL

CORRESPONDENCE READ

APPLICATION FOR MEMBERSHI--SATPAL RAI, ERVIN CARRERA, JOSE VERDUGO, LUKE MARTINEZ, ANALIA GARCIA, NELLY SANCHEZ, ANDREW GOACHER, CHARLES CHANTAWANSRI, JULIO CARRANZA, FRANCISCO CHAVARRIA, PAUL PATTANA, CARLOS ACEVES, JENNY SUZDALTSEV, TATYANA GRZYNEVICH

BILLS--NONE

COMMITTEE REPORTS

TRUSTEES Audit will be held on Tuesday July 18th at 6:00 pm. at the Union Office

SAFETY & HEALTH Meeting was held on June 23rd at 1:00 pm at Main Office.. Always work in a safe and professional manner.

RETIREEES 4 present tonight. Date has been established for this years Retiree Luncheon. It will be held on October 29, 2006 at Encino Glen. Watch for more info.

MBA--ENZ Information racks have arrived and are being placed in all Stations and the Union Office. They have all new and up todate date MBA materials and if you have any questions you may contact BOB ENZ at the Encino Station.

HBR--J DOLABSON No Report

COLCPE \$ 36 currently in the fund

DISTRICT--McCLINTON No Report

GIMME 5--JACKSON No Report

FINANCIAL SECRETARY REPORT---JOHNSON

TREASURERS REPORT--McCLINTON

VICE-PRESIDENT BOCEK Picnic will be held on July 23, 2006 at Rancho San Antonio Boys Town in Chatsworth.

all is ready hope to see you there.

PRESIDENT Report Vice President BOCEK Gave bri
 Presidents iarticle in the August Mailcall.

OLD BUSINESS--NONE
 EXECUTIVE BOARD MINUTES READ
 NEW BUSINESS--NONE

COLCPE DRAWING

- \$ 4 RICHARD REIMER--SHERMAN OAKS
- \$ 5 TED DeMAIRE--RETIREE
- \$ 7 BOB JOHNSON--MAIN OFFICE

GOOD OF THE ASSOCIATION

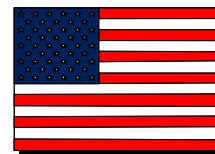
MEETING ADJOURNED 7:29 P.M.

DON'T LET TIME RUN OUT !!!



SEND A CHECK TO

COLCPE TODAY !!



**REMEMBER OUR TROOPS, THEY
 FIGHT OVERSEAS SO THAT YOU
 AND YOUR FAMILIES MAY LIVE
 IN PEACE HERE AT HOME**