

**Representing the Stations of  
Encino – Panorama City – Sherman Oaks – Sun Valley – Tarzana – Van Nuys Main**

**VOLUME 58**

**JUNE 2021**

**NUMBER 6**

## **PRESIDENT'S REPORT**

**By JANETTE DOLABSON**

### **Improper mandating:**

We have settled a grievance in the Van Nuys Main Office regarding the mandating issues in the Van Nuys Stations. This grievance is citable and can be used in all the Van Nuys Installation. If you are a non max list carrier in any of the Van Nuys offices and have been mandated on your nonscheduled day off after you have informed them that you were unavailable due to a medical appointment, dental appointment, car repair service, court order, or valid childcare issue, and you are still mandated to come in, see your shop steward. The agreement is, for these reasons, you will be considered unavailable. You need to have documentation showing you had such appointments upon return to work. Whenever possible, let your office know prior to your day off you are unavailable and the reason. Since it is a non-scheduled day, you cannot fill out a 3971 requesting leave. All you need to do is inform them of one of these reasons and have proper documentation. For childcare issues, if you do not have a childcare provider that week for your child/children they may excuse you that week but ask that you plan for the following week on your NS day. That should give you enough time to plan for the following week if mandated. If you cannot, get documentation from your childcare provider that they are not available on your NS days for childcare. If they ask you to work after your appointment on you NS day and you agree to come in to work, you must work 8 hours or be paid for 8 hours even if they do not work you 8 hours.

No one should be disciplined with an AWOL charge for being unavailable to work for these reasons. If you are, immediately see your shop steward. Management has agreed to a cease and desist being arbitrary and capricious when mandating non max list carriers to work on their NS day. It was further agreed that all pending discipline for this issue will be rescinded and removed. All past discipline issued for these reasons will be pulled and removed from record. See you shop steward for these and ask that they be pulled. These cases must show that the carrier notified management they were unavailable and have the proper documentation in the file that they did supply proper documentation.

For your information: Non-Holiday weeks, management should not be asking for volunteers to work their NS day. That is only for Holiday weeks.

### **COVID-19 vaccine eligibility expanded to everyone over 16:**

Anyone 16 years of age and older is now eligible for COVID-19 vaccination. The Postal Service encourages all employees who wish to get vaccinated to do so. According to the Centers for Disease Control and Prevention (CDC), widespread vaccination is a critical tool to help stop the spread of the pandemic. Effective immediately, every state in the U.S. has opened enrollment to all citizens over the age of 16. To assist people who are interested in receiving a COVID-19 vaccine, the CDC has adopted a new tool VaccineFinder is a free service that allows users to search for locations that offer vaccinations and have appointments available. The CDC works with partners such as clinics, pharmacies and health departments to provide accurate and up-to-date information about vaccination services. The data in VaccineFinder is updated daily and the service is available online at [vaccinefinder.org](https://vaccinefinder.org).

### **EFEL Leave:**

The Office of Personnel Management (OPM) has issued guidance to implement use of Emergency Federal Employee Leave (EFEL) under the American Rescue Plan Act (ARPA). Effective immediately, employees requesting EFEL must provide the following information:

1. A completed PS Form 3971, Request for or Notification of Absence;
2. COVID-19 Emergency Federal Employee Leave (EFEL) Employee Notification and Leave Request Form (Employee Notification and Leave Request Form) and all documentation required by the specific qualifying circumstance (as indicated on the Request Form); and 5
3. A signed Employee Agreement in Connection with Emergency Federal Employee Leave (EFEL) Provided Under

**(Continued on Page 2)**

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## ATTENDANCE CHART BRANCH MEETINGS

MONTH	J	F	M	A	M	J	J	A	S	O	N	D
MAIN OFFICE	C	6	6	6	4							
ENCINO	A	3	5	2	3							
PANORAMA CITY	N	5	6	6	4							
SHERMAN OAKS	C	1	2	2	2							
SUN VALLEY	E	0	0	0	0							
TARZANA	L	0	0	0	0							
RETIREE'S	E	11	9	9	7							
TOTAL	D	26	28	25	20							

**MEETING PLACE OF BRANCH 2462, NALC  
6910 HAYVENHURST AVE., SUITE 104  
VAN NUYS, CALIFORNIA**

**NEXT MEETING  
TUESDAY  
JUNE  
1st**

**Will be at Union Hall**

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

**June 7, 2021**

**WEB PAGE.... WWW.NALCBRANCH2462.ORG  
BRANCH OFFICE.....818-786-8505  
O P C PERSONNEL OFFICE.....818-374-5600  
E-Mail.....Branch2462nalc@gmail.com**

### "RETIREE CORNER" ATTENTION: !!!

All Breakfasts have been cancelled until further notice. To all our Retiree's and Regular Members we hope that you are staying safe in your homes during this crisis.

**Bob Johnson**

## PRESIDENT'S REPORT

(Continued from Page 1)

Section 4001 of the American Rescue Plan Act of 2021 (Employee Agreement).

The Employee Agreement is required for only the first use of EFEL. The Employee Notification and Leave Request Form requires employees identify the following information; qualifying circumstance(s) that render the employee unable to work, date(s) of FEEL usage, and the additional documentation requirements for each qualifying circumstance. There are also four (4) Employee Certifications that the employee must initial. In addition to signing and dating the Employee Notification and Leave Request Form, the employee must attach a copy of the Employee Notification and Leave Request Form to the Employee Agreement and provide all required forms and information to his or her supervisor. The Employee Agreement indicates that approval of EFEL is conditional and subject to the availability of EFEL funds. All employees who were conditionally approved for EFEL leave under the Postal Service's interim policy, which started on March 11, 2021, must complete an Employee Notification and Leave Request Form, supply additional related documentation, and complete the Employee Agreement retroactively for the EFEL that was previously approved. This information must be submitted to their respective supervisor within ten (10) days of receiving these forms. Failure to provide these completed, signed forms will result in a denial of EFEL. In such cases, the employee's EFEL will be converted to leave without pay (LWOP) and the employee will be liable for repayment of the EFEL taken or the employee may elect to convert the EFEL used to another applicable, paid type of accrued leave. Management is responsible for distributing the forms to all employees who have utilized EFEL.

### Completed Employee Notification & Leave Request Form,

The completed Employee Agreement and supporting documentation must be maintained on file by the local timekeepers for a period of at least four (4) years. If an Employee Notification and Leave Request Form contains medical information, retain it and the Employee Agreement in the employee's medical folder (EMF). This material will also be available on the COVID-19 website on blue and liteblue.

Your shop Stewards should also have those forms available. If not, contact me at 661 373-2224 and I will make sure you get them if your office has not provided them to you.



## **IMMEDIATE SUPERVISOR RESPONSIBILITY WHEN YOU GET INJURED ON THE JOB!!!**

**By  
JEMMAYEN MACARAEG, Vice President**

Letter carrier jobs are unique in that most of our work occurs away from the office, out on the route. That's what I loved most about the work: the freedom to walk the route with no boss looking over your shoulder.

The freedom of the route also has hazards that most office workers do not have to contend with. Letter carriers have the highest injury rate of any federal workers, and most letter carrier injuries occur out on the route.

Letter carriers injured on the route rely on their supervisor or manager to respond to the injury and provide the correct information to get a claim initiated with the Office of Workers' Compensation Programs, OWCP. While most supervisors get some training in postal procedures for handling workplace injuries, few are experts. However, OWCP rules and procedures are incorporated into the Employee and Labor Relations Manual.

ELM 544.11 has specific instructions that postal supervisors MUST follow when responding to an injury report: 544.11 Immediate Supervisor Responsibility When a notice of traumatic injury or occupational disease is filed, the immediate supervisor is responsible to do the following:

Immediately ensuring that appropriate medical care is provided.

Providing the employee, a Form CA-1 or a Form CA-2.

Completing the receipt attached to Form CA-1 or CA-2 and giving the receipt to the employee or the employee's representative.

Investigating all reported job-related injuries and/or illnesses.

Immediately notifying the control office or control point of an injury, disease, or illness.

Prompt completion and forwarding of Form CA-1 or CA-2 to the control office or control point on the same day it is received from the employee.

### **If the injury is traumatic,**

ELM 544.112 requires the supervisor to do the following: 544.112 Traumatic Injuries In case of a traumatic injury, the supervisor must advise the employee of the following: The right to select a physician of choice.

### **If the injury is disabling, the right to either of the following:**

1. To elect COP for up to 45 calendar days.
2. To use annual or sick leave.

Unfortunately, some supervisors do not fulfill these responsibilities, which can cause huge problems for the injured worker. Violations of the ELM are grievable under Article 19 of the national contract and supervisors who fail to follow ELM procedures should be held accountable.

The NALC has recently seen form letters with the Postal Service logo that have been given to injured workers in lieu of claim forms. One letter lists the date, name of employee and office with the subject line "Letter of Declination."

There are spaces on the bottom of the form for both the supervisor and injured employee to sign.

## **No employee should ever be given, much less sign, such a form!!!!**

The ELM also defines the penalty for not processing a claim: 542.33 Penalty for Refusal to Process Claim Any employee or supervisor responsible for making reports in connection with an injury who willfully fails, neglects, or refuses to do so; induces, compels, or directs an injured employee to forego filing a claim; or willfully retains any notice, report, or paper required in connection with an injury may be subject to a fine of not more than \$500 or 1 year in prison, or both. Injured workers are protected under the Federal Employees' Compensation Act (FECA), and violations of such workers' rights should not be tolerated. Please contact the Workers' Compensation department at NALC Headquarters if a postal supervisor or manager has given you a letter requesting that you decline your rights for a workplace injury.

## **N A L C TIME MACHINE**

**BY  
PAUL JEFFREY, TRUSTEE**

Over the next few months, I'd like to share some of the history of our Union. To understand who we are, it's important to recognize how we got here. A lot of us take for granted just how having a Union in the workplace affects us on a day to day basis. Things like Overtime Pay, Sick Leave, our Annual Leave and so much more, are all things that the NALC fought to provide. We walk on a path that has been cleared by the hard work of those who came before us.

Our Union has its origins in the 1880s in Milwaukee, Wisconsin. Remember, this is before the Industrial Revolution. There were no safety laws to protect workers. There weren't even Child Labor laws. Young children routinely worked in factories with no protections. There were no limits on hours worked in a day. In fact, the 8 hour workday, that we take for granted, was provided by a court case filed by our fledgling Union, that went to the US Supreme Court in 1893.

After years of working 10-12 hour days, seven days a week, with no overtime pay, a group of carriers arranged to meet in August 1889. This date was chosen to coincide with the reunion of the Grand Army of the Republic, an organization of Union army veterans from the Civil War, an event that was scheduled to be held in Milwaukee. They hoped that, because the railways lowered fares for this event, more people could show up for this gathering of Mail Carriers.

Carriers came from as far away as San Francisco & Buffalo. So on August 29, 1889, sixty of these Carriers from across the country met up in a room above Schaefer's Saloon in Milwaukee. They shared their struggles and workplace issues, and during this gathering, they decided to form a brotherhood, a Union. The following day, the National Association of Letter Carriers was formed.

The following year, the group realized that, because they held the event during a reunion of Civil War veterans from the North, many others didn't feel included, and held another gathering in New York City. 68 representatives from across the country showed for that one. Central to their cause was the contention that "an instrument to do national legislative work is a necessity"—a statement that still resonates today. This is the focus of our Letter Carrier Political Action Fund, to which all of us should be making contributions. (!!!)

A resolution urging Carriers in all cities across the nation to join together was passed, and a month later the first NALC national convention was held in Boston, with representatives from 52 branches across the country. We continue that tradition today, with our ongoing biannual convention. This convention is a great opportunity for Union reps to network, share & learn from each other. Knowledge is truly Power.

This will be an ongoing segment in the Mail Call, as there is too much History to cover in one article.

**"THE MAIL CALL"**  
**BRANCH 2462, NALC**  
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**Branch Meeting Minutes**

**May 4, 2021**

**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 J. DOLABSON at 6:50 p.m. The Pledge of Allegiance was led by acting SGT-AT-ARMS DOZAL

**MOMENT OF SILENCE--In Memory of MICHAEL McKERNAN, RETIREE out of ENCINO and JEROME STORY RETIREE out of SHERMAN OAKS**

**ROLL CALL OF OFFICERS**

**PRESENT**--J. DOLABSON, MACARAEG, SEYFRIED, WILSON, MULLINAX, JEFFREY, BURTON, L. DOLABSON, DUENEZ

**ABSENT**--POWERS, JOHNSON, VALENZUELA

**MINUTES ACCEPTED AS PRINTED IN MAIL CALL**

**CORRESPONDENCE READ**

**APPLICATION FOR MEMBERSHIP**

**There were 4 new members accepted at tonight's meeting, their names will be published next month**

**BILLS READ--NONE**

**COMMITTEE REPORTS**

**AUDIT & BUDGET--TRUSTEES** The audit will be soon, the date will appear in the MailCall

**SAFETY & HEALTH--DUENEZ** Health Safety Board updates in offices should be done in the coming week. May 28<sup>th</sup> is "HYDRATION STATION" contest & celebration. EAP Library Website has been updated to included more than mental health information. Check it out ! Clarification from Mgt. has been made on U-TURN's Cul-De-Sacs are now NOT CONSIDERED a U-TURN.

**RETIREES** 7 retiree's present tonight. Retiree Luncheon has been tentatively scheduled for October 24, 2021, pending Covid restrictions being updated.

**MDA FUND--DOZAL** Currently \$ 1387.00 in the fund

**HBR--L. DOLABSON** We have finally received the 2021 membership list from National. We had 4 Branch members sign up for the plan, which brings us to a total of 100 Branch members enrolled in the NALC Health Plan. Tele-visits and on line visits are continuing to be offered to members. Go to the NALC Website and look for Health Plan

**MDA--MACARAEG** Will be holding another MDA Yard Sale, no exact date yet but watch for information either in the MailCall or at your Station.

**MBA--DUENEZ** Currently looking into whether MBA offers Long Term Care insurance plan.

**FINANCE REPORT--MULLINAX** Read

**TREASURERS REPORT--WILSON** Read

**Motion--Accept financial report as read** M/S/C

**VICE-PRESIDENT MACARAEG** One new PTF and 2 new Regular Carriers will be converted. Still working on Main Office backlog, especially Art 8's should be finished very soon. Participated in Office Visit with National Business Agent BRYANT AMARYO, Regional Assistant CALVIN BROOKINS and Branch President JANETTE DOLABSON, at the Main Office Station. We conducted interviews with Carriers regarding the on going concern and problems of Mutual Respect and the lack of professionalism within Management. We will continue to deal with this problem, and while it seems do be mostly one individual, we will be addressing all concerns that were expressed to us by the Carrier's there.

**PRESIDENT J. DOLABSON** Gave her report which will be published in the MailCall

**OLD BUSINESS--NONE**  
**NEW BUSINESS**

**MOTION--Move that the Branch sent 5 members, to be chosen by the President, to the Forman A Training sessions in June & July for 4 hrs. each day. Each member shall receive \$ 100.00 for each day attended to cover all expenses.** M/S/C

**MOTION--Move that the Branch send OWCP Rep JEMMAYEN MACARAEG to the OWCP Training Class in June & July for 4 hrs. each day from 12-4- pm. She shall receive \$ 100.00 for attending each session to cover all expenses. Total Cost to the Branch \$ 200.00** M/S/C

**MOTION--Move that the Branch pay the unsecured Property Tax Bill for 2021-2022. Total cost to the Branch \$ 186.62** M/S/C

**MOTION--Move that the Branch pay OWCP Rep JEMMAYEN MACARAEG \$ 75.00 for attending the OWCP Training class in April 2021.** M/S/C

**MOTION--Move that the Branch purchase 2 Laptops. Cost not to exceed \$ 2,000.00** M/S/C

**UNDERLINED INDICATES UNANIMOUS VOTE**

**GOOD OF ASSOCIATION**

**SPECIAL THANKS** to JESSICA LEE for bring in Kentucky Fried Chicken and all the fixings for tonight's meeting. Also from now on we will be holding all Regular Branch Meetings in the Union Office.

**MDA DRAWING**

\$ 3 GUILLERMO MARISCALSHERMAN OAKS-DONATED  
\$ 4 RAPHAEL PEREZ--PANORAMA CITY  
\$ 6 SAM FADDIS--SHERMAN OAKS

Meeting Adjourned 8:03 PM