

KATHERINE S. ATTRIDGE  
VICE PRESIDENT, LABOR RELATIONS



August 23, 2021

Mr. Brian J. Wagner  
President  
National Association of Postal  
Supervisors  
1727 King Street, Suite 400  
Alexandria, VA 22314-2753

Dear Mr. Wagner:

Pursuant to Title 39 U.S. Code § 1004(e), the Postal Service's decision for changes in pay policies and schedules and fringe benefits for employees of the Executive and Administrative Schedule (EAS) represented by the National Association of Postal Supervisors (NAPS) through May 20, 2023 is enclosed.

This decision is the outcome of the pay consultation process and was made following full and fair consideration of recommendations submitted by the National Association of Postal Supervisors.

Sincerely,

A handwritten signature in black ink that reads "Katherine S. Attridge".

Katherine S. Attridge

Enclosure

**1. PAY-FOR-PERFORMANCE**

Under the EAS Pay-For-Performance (PFP) Program, employee performance will be measured under a 10-point rating system with different pay increases established at each of the 10-point ratings. PFP ratings will be calculated for each year. This application will be based on the matrix immediately below and the adjusted weights of National Performance Assessment (NPA) Corporate and Unit elements in Item 2 below.

**PFP MATRIX**

(1) 0.0%	(2) 0.0%	(3) 2.0%	(4) 2.5%	(5) 3.0%
(6) 4.0%	(7) 5.0%	(8) 6.0%	(9) 7.5%	(10) 9.0%

*Note: All percentages are paid as salary increases if room within the salary range. If amount limited by the salary range, balance of amount will be converted to a lump sum payment.*

A work team will be established to discuss modifications to the PFP program for FY22 and FY23, paying particular attention to an employee's line of sight over NPA indicators and appropriately recognizing individual contributions as part of the PFP program.

**2. PAY-FOR-PERFORMANCE, NPA COMPOSITE WEIGHTS**

Headquarters and Field employees will share performance goals. Headquarters employees will be measured on individual objectives and their contributions towards NPA performance goals.

A national scorecard was established for FY2021 for headquarters and field employees. The Functional Effectiveness indicator will not be weighted. The weight of this indicator will be redistributed proportionately to the remaining indicators.

Consultations will occur annually on the distribution of weights for Corporate and Unit NPA indicators with the expectation that there is significantly more weight on unit indicators rather than corporate indicators.

**3. SALARY RANGES**

The salary ranges for the EAS salary schedules will be frozen at their current levels with the exception of the below:

Salary Schedule/Grade	FY 2022		FY 2023	
	Eff Jan 1, 2022		Eff Dec 31, 2022	
	Min	Max	Min	Max
EAS 15-26	Dollar Increase to respective range maximum	2.00%	Dollar Increase to respective range maximum	1.50%

Effective November 20, 2021, the minimum salary for the EAS-20 salary schedule/ grade will be increased to \$74,000.

The Postal Service and NAPS will meet in the consultative process to discuss any additional appropriate adjustments to the EAS salary schedule and ranges, with the goal of completing those discussions before January 1, 2022.

**4. HEALTH BENEFITS CONTRIBUTION**

The employer's contribution towards the Federal Employee Health Benefit (FEHB) plan will be 72% of the weighted average as determined by the Office of Personnel Management (OPM) and will not exceed 75% for any individual plan.

**5. SUPERVISORY DIFFERENTIAL ADJUSTMENT (SDA)**

Two new position groups, *Customer Services* and *Mailing Services* will be established and added Employee and Labor Relations Manual (ELM) Section 412.12b.

Position Group	Minimum Salary Is 5 Percent Above
Plant Maintenance	PS-10, step P
Vehicle Services	PS-8, step O
Postal Police	RSC Y, step 23
<b>Customer Services</b>	<b>RSC Q, Step O</b>
<b>Mailing Services</b>	<b>PS-7, Step O</b>
All Other Eligible EAS-15 to EAS-19	PS-6, Step O

The *Customer Services* position group will include the following non-bargaining positions immediately below. Minimum salaries for non-bargaining employees with these position titles will be adjusted at a rate of 5% greater than that of a City Carrier at RSC Q, Step O. This change will be effective November 20, 2021. The SDA minimum for this position group will be \$73,517.

**Position Group: Customer Services**

Occupation Code	Position Title	GRADE
2305-7035	MGR CUSTOMER SERVS	17
2310-0022	SUPV CUST SVCS	17
2301-6118	POSTMASTER	18
2301-6218	POSTMASTER 18(B)	18B
2305-7038	MGR CUST SERVCS	18

The *Mailing Services* position group will include the following non-bargaining positions immediately below. Minimum salaries for non-bargaining employees with these position titles will be adjusted at a rate of 5% greater than that of a Clerk at RSC PS-7, Step O. This change will be effective November 20, 2021. The SDA minimum for this position group will be \$70,809.

**Position Group: Mailing Services**

Occupation Code	Position Title	GRADE
2345-0043	SUPV BUSINESS MAIL ENTRY	17
1530-0022	SUPV STATISTICAL PRGMS (DIST)	17

**6. CHANGES TO ANNUAL LEAVE CARRYOVER**

Non-bargaining employees will be eligible to carryover an additional 80 hours of annual leave into the 2022 leave year, bringing the annual leave carryover to 640 hours.

**7. CHANGES TO ANNUAL LEAVE EXCHANGE**

The annual leave program will be modified for FY2022 and FY2023 and eligible employees will have an option to exchange an additional 40 hours of annual leave, bringing the annual leave exchange to 168 hours.

**8. POSITION UPGRADES**

The following positions have been upgraded and a 2 percent basic salary increase has been provided to incumbents effective May 8, 2021:

- Occupation Health Nurse Administrator EAS-18 upgraded to EAS-20
- Safety Specialist EAS-16 upgraded to EAS-17
- Health Resource Management Specialist EAS-16 upgraded to EAS-17

**9. MODIFICATION TO POSITION UPGRADE**

Employee and Labor Relations Manual (ELM) 413.3, *Position Upgrade* will be modified, and the current 2 percent basic salary increase for position upgrades will be increased to 4 percent.

**10. MODIFICATION TO PROMOTION INCREASE**

ELM 413.2, *Promotion Increase* will be modified and the minimum percentage increase for employees less than 10 percent from the maximum of the new grade will be increased to 4 percent.

Nonbargaining unit employees may receive promotion increases based on the distance from the maximum of the new grade as follows:

Factor #1

Award this percentage...	If the employee's current salary is...
5 to 10	Greater than 20 percent from the maximum of the new grade.
4 to 8	10 to 20 percent from the maximum of the new grade.
<b>4</b> to 5	Less than 10 percent from the maximum of the new grade.

Factor #2\*

In addition to the eligible promotion increases described in Factor #1, nonbargaining unit employees will automatically receive a percent increase for promotions that are 3 or more grades.

Award this percentage...	If the employee's promotion equals...
3	3 grades
5	4 or 5 grades
8	6 or more grades

*\*There is no change to factor #2*

**11. ADDITIONAL WORK TEAMS**

- A. A work team will be established by September 15, 2021 to analyze the effectiveness of the Supervisor Workload Credit (SWC) system and discuss any appropriate modifications.
- B. A work team will be established to analyze the following positions assigned to Logistics:
  - Manager, Transportation/Networks
  - Supervisor, Transportation Operations
  - Network Specialist

The team will participate in focus groups, interviews, and other activities to determine whether the current EAS grade levels of the above-listed positions are correct and accurate.

- C. A work team will be established to explore premium pay and identify any anomalies, specifically, issues with Sunday premium, night differential and Christmas-worked pay.