

NOV 15 1977

Carrier Work Methods - Casing "Thin Flats"

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In your memorandum of October 21, 1977, regarding the subject matter, you inquire as to whether a letter carrier can be "required to case thin flats" and still be in compliance with the Standard Operating procedures set forth in Regional Instructions, Part 300, file 333, Section V, dated March 31, 1976.

As indicated by the attached material, the casing of "thin flats" has been a matter of on-going discussion with the NALC since, at least, June 1974. As you will note from the information, we have maintained that under Article III, local management determines what is or is not a "thin flat" and whether a carrier will fold "thin flats" and place them in the letter case. This position has been conveyed to the union on a consistent basis.

The significance of the Sections you refer to in the Standard Operating Procedures are concerned primarily with the definition of "letter size" mail and the manner in which letter size and other sizes of mail are to be cased. This assumes that the distinction between "letter size" and "flat size" mailings has been determined. Whether the carriers are told to case thin flats into the flats case or into the letter case is not totally significant. What is critical is that they receive the proper credit of 8 pieces per minute for those pieces of mail designated as "flats" which are routed into the letter case.

If we can be of further assistance to you in this matter, please advise.

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