



UNITED STATES POSTAL SERVICE
Labor Relations Department
475 L'Enfant Plaza, SW
Washington, DC 20260-4100

Mr. Brian D. Farris
Director, City Delivery
National Association of Letter
Carriers, AFL-CIO
100 Indiana Avenue, N.W.
Washington, DC 20001-2197

APR 8 1988

Re: Branch
Pasadena, CA 91109
H4N-5F-C 38907

Dear Mr. Farris:

On February 11, 1988, we met to discuss the above-captioned grievance at the fourth step of our contractual grievance procedure.

This grievance involves the proper method for completion of PS Form 3996, Carrier-Auxiliary Control.


During our discussion, we mutually agreed that the following would present a full settlement of this case:


PS Forms 3996 are to be completed as provided for in Part 280 of Methods Handbook, Series M-41. Deviations from these instructions, including locally devised rubber stamped modifications to the 3996 are not appropriate. Accordingly, the local Form 3996 modification is to be discontinued.

Please sign and return the enclosed copy of this decision as your acknowledgment of agreement to settle this case.

Time limits were extended by mutual consent.

Sincerely,


Michael J. Guzzo, Jr.
Grievance and Arbitration
Division


Brian D. Farris
Director, City Delivery
National Association of Letter
Carriers, AFL-CIO