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2024 Vacation Leave Percentages Merged/Associate Offices

Local Memorandum of Understanding Article 10 – Leave

- 3) The choice vacation period shall be from January 1through November 30 and December 26 through December 31 of the leave year providing the employee has sufficient annual leave.
- 18) Merged Post Offices will be authorized a minimum of 12% annual leave each week during the vacation period. Merged Post Offices are considered one section / one tour for purposes of vacation planning.

Calculated Leave Percentages

Authorized	Leave %	Authorized	Authorized	Leave %	Authorized	Authorized	Leave %	Authorized
Workforce	12.0%	Leave	Workforce	12.0%	Leave	Workforce	12.0%	Leave
9		1	13	1.56	2	17	2.04	2
10	1.20	1	14	1.68	2	18	2.16	2
11	1.32	1	15	1.80	2	19	2.28	2
12	1.44	1	16	1.92	2	20	2.40	2

The Authorized Workforce consists of FTR's, PTR's, PTF's, and PSE's.

If you have any questions or concerns about the Vacation Scheduling or Leave in general, please contact the Union Office at 210-271-0853