

Historic Settlement Reached on TACS Duties

On September 30, 2025, Clerk Division Director Lamont Brooks reached agreement with the Postal Service regarding Time and Attendance Collection System (TACS) duties. "TACS entries and TACS allied duties are clerk craft bargaining unit work in all Postal facilities/installations Level 18 and above where clerks are employed," the first line of the settlement agreement states. This historic settlement signals a finality to what has been a persistent issue for the Clerk Division and a financial headache for the Postal Service.

Over the past several years, despite Step 4 settlements, Question and Answer agreements, and a missive to field management from USPS headquarters officials, all of which assigned TACS duties to the clerk craft, local management continued to perform TACS work. These violations led to numerous grievances, resulting in millions of dollars paid to bargaining unit clerks.

The 2010-2015 Collective Bargaining Agreement (CBA) set the stage for this crucial settlement agreement. In that contract, the parties created Lead Clerks and agreed that non-supervisory, non-managerial duties would be assigned to the appropriate bargaining unit. As a result, work such as TACS duties has been gradually reassigned to the clerk craft, but this did not occur without the APWU fighting for each and every duty.

Some highlights of the TACS settlement agreement include:

- TACS entries *and* TACS allied duties are clerk craft bargaining unit work;
- Exception: Postmasters in Stand-Alone Level 18 post offices perform TACS duties but that counts as one hour of their allotted 15 hours of bargaining unit work each week;
- Postal Service installation heads or their designees must ensure there are sufficient clerks trained in the Online Course – TACS Lead Clerk Training;
- The Postal Service has 120 days from the date of this agreement to provide the appropriate clerks with access to TACS and eRMS and furnish them with limited access to OT Admin and RMSS;

- A total of \$4,241,000.00 will be distributed to Lead Clerks identified by the union. Grievances filed over a supervisor's performance of TACS duties in facilities that did not qualify for a Lead Clerk will be closed, along with certain national-level disputes related to TACS bargaining unit work;
- The settlement does not apply to TACS cases the parties have arbitrated on the merits and await a decision, cases in which the parties have an arbitration award on the merits but the remedy has not been adjudicated (including non-compliance with a settlement or arbitration award), or cases in which the parties have reached a settlement agreement on the merits but the remedy has yet to be determined or is in dispute. However, the agreement resolves all other TACS/Lead Clerk related issues.

"I congratulate Clerk Craft Director Lamont Brooks for his tireless efforts in addressing the TACs disputes," said APWU President Mark Dimondstein. "This new national settlement is a big step forward in protecting Clerk work and securing jobs. Well done!"

"I am proud and excited that we have achieved one of the Clerk Division's primary goals, which was to acquire all TACS bargaining unit work for the clerks we represent," Director Brooks exclaimed. "This was a difficult and lengthy negotiation process, but the end result is additional work for our craft. I want to thank Assistant Directors Lynn Pallas-Barber, Bob Romanowski, and Sam Lisenbe for their assistance in reaching this settlement. Additionally, I thank our Clerk Division National Business Agents and the many Locals whose dedication and hard work facilitated the achievement of this agreement," he concluded.

Locals are encouraged to communicate with the appropriate manager or supervisor to determine the number of Lead Clerks that will be required to perform the TACS entries and allied duties, in addition to the tour, crafts, sections, etc. that will be assigned to each Lead Clerk.

If you want additional information concerning TACS Duties please contact the Union Hall at 210-271-0853.

**SETTLEMENT AGREEMENT
BETWEEN THE
UNITED STATES POSTAL SERVICE
AND THE
AMERICAN POSTAL WORKERS UNION, AFL-CIO**

Re: Time and Attendance Collection Systems (TACS) Duties

1. TACS entries and TACS allied duties (as established for Lead Clerks) are clerk craft bargaining unit work in all Postal facilities/installations Level 18 and above, where clerks are employed.
2. Exception: TACS entries and TACS allied duties performed by the Postmaster in a Stand-Alone Level 18 office will be recorded and counted as one hour per service week towards the permissible 15 hours per week of bargaining unit work (Postmaster performance of bargaining unit work is normally limited to window transactions and distribution tasks, in accordance with the Das national arbitration award).
3. Supervisors in facilities/installations Level 20 and above are prohibited from performing these duties except as provided in Article 1.6 of the CBA and the following circumstance: In the unlikely event on the last day of a pay period there is no TACS trained clerk anywhere in the facility/installation, solely to ensure the employees will be properly paid, the supervisor may enter the work and leave hours into TACS.
4. Each facility/installation head or designee will ensure there are a sufficient number of clerks trained in the Online Course – Time and Attendance Collection Systems (TACS) Lead Clerk Training, to cover the performance of these duties on a daily basis. Where applicable, Section 2.d – 2.g of the 9/5/18 Lead Clerk and TACS Settlement Agreement (Q15C-4Q-C 18000314) will apply.
5. In facilities/installations where Lead Clerks are authorized, TACS duties are Level 7 work. A clerk replacing a Lead Clerk pursuant to Article 25 will receive Level 7 pay. In Customer Care Centers, these duties will be performed by Tier 2, Level 7 Customer Care Agents. In facilities/installations where Lead Clerks are not authorized, TACS duties are Level 6 work.
6. The Postal Service will have 120 days from the date of this agreement to take the necessary steps in non-Lead Clerk facilities to provide clerks with access to TACS and eRMS and to provide all TACS clerks and Lead Clerks with limited access to OTAdmin and RMSS in order to perform TACS entries and TACS allied duties.
7. District Labor Relations Managers or designee(s) and Local/State APWU Presidents or designee(s) will engage in a cooperative effort to ensure that clerks are trained and when trained and granted access to TACS and eRMS that these duties are transitioned to clerks.
8. This agreement serves to administratively close the following National level cases: 21C-6X-C 24183940; 21C-6X-C 24184006; 21C-6X-C 24332739; 21C-6X-C 24334700; 21C-6Q-C 22507313; Q18C-6Q-C 21112448; and all grievances held pending the outcome of these cases. Grievances filed over a supervisor's performance of TACS duties in facilities that did not qualify for a Lead Clerk will also be administratively closed, without prejudice. In addition, in settlement of the pending grievances involving a supervisor performing TACS entry/allied duties in place of a Lead Clerk, the cases will be resolved with a lump sum payment of \$4,241,000 to be distributed to Lead Clerks as determined by the union. This settlement resolves all grievances on this issue as of the date of this agreement (September 30, 2025). The parties agree to hold 10% (\$424,100) from the initial payouts and will be paid to employees, identified by the APWU, no sooner than six (6) months from the date of the initial payouts. This resolve does not apply to a case the parties have arbitrated on the merits and the arbitration award has not been issued; or a case in which the parties have received an arbitration

award on the merits with a remedy to be adjudicated (including non-compliance with a settlement or arbitration award on this issue); or a case in which the parties have reached a settlement agreement regarding the merits but the remedy has yet to be determined or is in dispute.

9. While this agreement resolves all TACS/Lead Clerk related issues, should any grievance(s) also include a non-TACS/Lead Clerk issue, that part of the grievances is not resolved by this agreement.
10. The terms of this agreement are not intended to change existing settlements between the parties regarding TACS duties, unless explicitly stated herein.



Michael Mlakar
Headquarters Labor Relations
United States Postal Service

9/30/25
Date



Lamont Brooks
Director, Clerk Craft
American Postal Workers
Union, AFL-CIO

9/30/25
Date