Representing Postal Workers for Over 100 Years
San Antonio Alamo Area Local #195
American Postal Workers Union, AFL-CIO
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NEWSFLASH

Volume 22 Number 33 | (O) 210-271-0853 (F) 210-224-6221 | November 6, 2026
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2026 Vacation Polling

November 8 – December 15, 2026



- Vacations shall be granted on the basis of seniority within each section.
- The Employer shall publicize on bulletin boards by November 1, the beginning date of the new leave year. Sign up and application for choice vacation periods shall commence by **November 8 on PS Form 3971**, and shall be **completed by December 15.**
- Employees' will be allowed twenty-four (24) hours to state a vacation preference from the time of initial contact with the unit supervisor. If the employee fails to notify the unit supervisor within the allotted time stated above, the employee shall be bypassed.
- All career employees will select either 5, 10, or 15 successive working days as appropriate for his/her leave choice during each of their two choice vacation selections.
- All career employees will be given two (2), vacation periods within the choice vacation period, with the following exception: No employee will be allowed two choice vacation periods during the months of March, April, June, July and August until all employees in the section have been polled and afforded an opportunity for choice vacation period within these five (5) months.
- Postal Support Employees (PSEs) will select 5, 10 successive working days for his/her leave choice. PSE's will be polled after all career employees have completed their vacation choices in the section they are assigned
- Annual leave for either birthday or wedding anniversary will be applied for at the time of choice period sign up. Application of this leave will be submitted on PS Form 3971 with suitable documentation, excluding December 1 through December 25.

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