



July 8, 2016

MANAGER, VEHICLE MAINTENANCE FACILITY
MANAGER, VEHICLE OPERATIONS
MANAGER, FLEET OPERATIONS

SUBJECT: Postal Vehicle Service (PVS) Air Conditioning Maintenance

In compliance with our bargaining unit agreement with the American Postal Workers Union, air conditioning in cargo vans, tractors, and spotters has been specified and purchased in vehicles since 2000. The Union has repeatedly raised the concern that the air conditioning systems in these vehicles are not being maintained within a reasonable amount of time, especially in the hot weather seasons and climates where it is most needed. The delay or failure to maintain the air conditioning system in these vehicles does not meet the intent of the parties to equip these vehicles with air conditioning and must be discontinued.

Effective immediately, cargo vans, tractors, and spotters purchased with air conditioning must have the air conditioning system maintained as designed. During summer months or times when the temperature is expected to exceed 75 degrees, these vehicles must have the air conditioning system repaired within one week from the date the VMF is notified. In the event parts must be ordered to perform the repair, the vehicle may be placed back in service for a period of up to one week until the parts are received. When the heat index is above 100, the vehicle must be repaired immediately and not delayed for the one week. Parts must be ordered in an express manner when the weather conditions are expected to exceed 75 degrees. Air conditioning repairs may be postponed until the scheduled maintenance occurs when that delay would exceed the one week time frame if temperatures are projected to remain below 75 degrees for the entire time until the next scheduled maintenance.

Thank You,

A handwritten signature in blue ink that reads "Kirby J. Cothren".

Kirby J. Cothren
Fleet Operations Specialist Sr., Fleet Management