



**Act of God** – After one of the largest snowstorms in recent history here in St. Louis, it reminded me that many carriers across Region 5 deal with these types of storms and worse too often and that it may be time to revisit the rules for carriers who are unable to make it to work or are sent home early because of Mother Nature. ELM 519 states:

**519.1 Definition**

*Administrative leave is absence from duty authorized by appropriate postal officials without charge to annual or sick leave and without loss of pay.*

**519.2 Special Conditions**

**519.21 Acts of God**

**519.211 General**

*Acts of God* involve community disasters such as fire, flood, or storms. The disaster situation must be general rather than personal in scope and impact. It must prevent groups of employees from working or reporting to work.

**519.212 Authorizing Administrative Leave for Acts of God**

The following provisions concern administrative leave for acts of God:

- a. Postmasters and other installation heads have authority to approve administrative leave for up to 1 day.
- b. District managers and Postal Career Executive Service (PCES) plant managers may authorize administrative leave beyond 1 day, but not to exceed a total of 3 days, for their installation and those reporting to it.
- c. District managers and senior or lead plant managers may approve administrative leave for periods up to and in excess of 3 days for their installation and those reporting to it.

**519.213 Determining the Cause of Absence**

Postmasters and other appropriate postal officials determine whether absences from duty allegedly due to “acts of God” were, in fact, due to such cause or whether the employee or employees in question could, with reasonable diligence, have reported for duty.

**519.214 Early Dismissal Due to Acts of God**

When employees are dismissed from duty before the normal completion of their duty due to an act of God, the following applies:

- a. Full-time employees are entitled to credit for hours worked plus enough administrative leave to complete their tour of duty. This combination of work and leave is not to exceed 8 hours in any one day.



February 2019

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**b.** Part-time regular employees are entitled to credit for hours worked plus enough administrative leave to complete their scheduled hours of duty. This combination of work and leave is not to exceed 8 hours in any one day.

**c.** Part-time flexible employees are entitled to credit for hours worked plus enough administrative leave to complete their scheduled tour. The combination of straight time worked and administrative leave may not exceed 8 hours in a service day. If there is a question as to the scheduled workhours, the part-time flexible employee is entitled to the greater of the following:

- 1.** The number of hours the part-time flexible worked on the same service day in the previous service week.
- 2.** The number of hours the part-time flexible was scheduled to work.
- 3.** The guaranteed hours as provided in the applicable national agreement.

#### **519.215 Employees Prevented From Reporting**

Employees scheduled to report who are prevented from reporting or, who after reporting, are prevented from working by an act of God may be excused as follows:

- a.** Full-time and part-time regular employees receive administrative leave to cover their scheduled tour of duty not to exceed 8 hours.
- b.** Part-time flexible employees receive administrative leave, subject to the 8-hour limitation, for their scheduled workhours, as provided in [519.214 c.](#)

#### **519.216 Employees on Annual Leave, Sick Leave, or LWOP**

Employees on annual leave, sick leave, or LWOP remain in such status. They are not entitled to administrative leave.

If administrative leave is denied, a successful grievance must show that there was a group of employees affected. That the disaster was general in nature, not personal, and that it was outside of human control. Branches should contact this office for assistance when filing grievances on this issue.

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