



Joint Statement - RM/CWU Checklists Update May 2018

One of the commitments in the resourcing section (section 8) of the 2018 Guiding Principles Agreement is that RM/CWU would develop a jointly agreed checklist to assess current compliance with all Resourcing Agreements and Joint Statements. Similarly in the quality section (section 9) of the same agreement there is a commitment that RM/CWU would develop a jointly agreed checklist to assess current performance against standards and ensure that all scheduled mail is being cleared on a daily basis. The purpose of this exercise is to build confidence that we are compliant with all our agreements and joint statements. Where it is agreed there is non-compliance, an agreed action plan will be worked up locally as a priority.

RM and CWU, following a period of discussion on this topic, have now agreed the content of both checklists and we are now in the process of building a solution that will allow units to complete these checklists using an online platform. Subject to the online solution being developed, to timescale, then our intention is to launch these two checklists as one combined exercise on week commencing 21st May 2018. In total there are just over forty questions in the combined checklist.

In line with the commitment within the Guiding Principles Agreement, both the unit manager and local CWU rep will complete this exercise together as a part of the weekly resourcing meeting. It is essential that the local CWU representative is provided sufficient release time to jointly complete this exercise with their Delivery manager. Where a Unit has no CWU representative, the union will actively work with its members, in that unit, to ensure one is elected. Until this has taken place the appropriate Area Representative will complete this exercise with the Delivery Office Manager.

Units will have a maximum of three weeks to complete this exercise and all returns must be completed online no later than Friday 8th June 2018.

In terms of the process both the DOM and CWU rep will be able to individually provide a Yes / No response to indicate whether the unit in their opinion is compliant to the standard set out in the question. If either party believes that the unit is not compliant, to the standard, then agreed action/s to achieve compliance will be agreed as a priority and these should be captured against the question in the online checklist. Failure to agree an action plan will be progressed and resolved by means of the IR Framework. Once all the questions in the checklist are complete then the names of manager and CWU Rep should also be entered before final submission is made.

The completed online checklists will be made available to the Area Reps and Ops Managers both where compliance has been agreed and where non-compliant remedy action plans are being worked up, these will also be made available to the delivery leads and divisional reps for their respective units. Where at unit level a joint action plan has not been completed this will be discussed at area/divisional strategic involvement meetings to seek support for the unit to complete the action plan.

Further communications will be issued in due course giving guidance on this activity once timescales for the online solution have been confirmed.

Signed

Anton Harding
UK Delivery Operations Director
Friday 4th May 2018

Signed

Mark Baulch
CWU Assistant Secretary