



National Terms of Reference – Uniform 'Mini' Proof of Concept Trial on a revised Stormproof Jacket

Introduction

Royal Mail and the Communication Workers Union are working together in developing key business policies, mutual interest solutions and a new culture, which is at the core of the commitments contained in our national agreements, including the Guiding Principles of Employment Security and Mutual Interest Approach to Future Challenges and Opportunities.

As part of this approach Royal Mail and CWU are jointly committed to ensuring that uniform remains fit for purpose, and that Royal Mail will continue to monitor and review the performance of garments and footwear, and work with the CWU in the development and improvement of uniform items.

Background

Following frontline employee feedback received at the Uniform Roadshows held in a number of workplaces last year, and feedback received at last year's CWU Annual Conference a 'mini' proof of concept trial will take place of a number of enhancements to the current stormproof jacket. These enhancements include storm cuffs, peak on the hood and drawstring on the hood, which are all designed to improve the fit of the jacket and reduce the ingress of water when worn.

The trial is to evaluate the enhancement made to the revised stormproof jacket in advance of wider national level trials/pilots planned linked to the development of a new and updated uniform range within Royal Mail which are due in February/March of 2021 and which will be subject to separate agreed trial/pilot activities.

Scope of Trial

For the purpose of the 'mini' proof of concept trial five Delivery Offices have been selected which are listed below with 30 individuals involved in the activity:

Office Name	No: of Volunteers
Shetland Isles	5
Orkney Isles	5
Western Isles	5
Inverness DO	5
Mastrick DO	5
Altens DO	5

The trial will take place from September 2020 and will run for a period of 12 weeks, with a joint review in December on progress and developments.

Involvement and Feedback

Royal Mail & the CWU nationally commit to jointly working together to bring about the successful introduction of uniform improvements. The role of local managers, CWU representatives (including H&S reps) and employees will be vital to the success and evaluation of any trials and subsequent deployment activity. They will be fully involved in the trial to enable feedback on the trial activity.

All individuals involved in the 'mini' trial will be asked for feedback on an agreed feedback form that will be issued alongside the revised stormproof jacket. Individuals employees involved in the trial can supplement this feedback with informal one to one discussion if requested. All feedback given will be collated, information gathered, evaluated and summarised into the final trial report, which will be shared with the CWU nationally.

Trial Aims, Objectives and Success Criteria

The trial evaluation process for the revised stormproof jacket will fully consider the following criteria:

- Fit for purpose and practicality for the different roles performed within Royal Mail
- Comfort
- Durability

Review

These nationally agreed terms of reference will be formally reviewed in December 2020 by RM and CWU taking full account of all experiences and the feedback gathered jointly from CWU/RM in the trial units.

Both Royal Mail and the CWU confirm that the 'mini' trial feedback will be used to support and inform any wider trial activity of the revised stormproof jacket as part of the wider national level trials/pilots planned relating to the development of a new and updated uniform range within Royal Mail.

Any questions regarding the interpretation, implementation or application of this agreement shall be referred to the respective signatories for resolution.

Signed by

Signed by



Gary Yeo

National Asset Supply Chain Manager
Royal Mail Logistics

Mark Baulch

Assistant Secretary
CWU

Date: August 2020