

No: 530/20

9th November 2020

For the Immediate Attention of All:

Postal Branches
Divisional Representatives

Dear Colleagues

Royal Mail Christmas Arrangements 2020/21 – Christmas Pay Timetable & Pay Advice (PPD 8.4)

Branches and representatives will be aware that the Christmas Arrangements document attached to LTB 513/20 contained in Section 8, Pay Arrangements, clarification that the Christmas Pay Timetable was to be communicated separately. A copy of this timetable is now attached for your assistance.

Also attached for your information is additional documentation that has been provided by the business in the form of their Peak Planning Document 8.4, which as in previous years provides guidance on the processes for:

- Temporary Increase in Hours for Part-Time Operational Grades
- How to pay Casuals
- Policy and Guide for Schedule Attendance Holiday Pay
- Policy for Christmas Pay Supplement

Any enquiries in relation to this LTB should be addressed to:

Processing/Distribution: Davie Robertson, Assistant Secretary, email: dwyatt@cwu.org quoting reference 706A.13

Deliveries/Collections: Mark Baulch, Assistant Secretary, email: outdoorsecretary@cwu.org quoting reference 170.

Yours sincerely

Davie Robertson
Assistant Secretary

Mark Baulch
Assistant Secretary