

No. 041/2021

16<sup>th</sup> February 2021

**TO: ALL BRANCHES WITH ROYAL MAIL, HWDC INTERNATIONAL AND PARCELFORCE WORLDWIDE ENGINEERING MEMBERS**

Dear Colleagues

**Key Principles Framework Agreement (Pathway to Change) - Agreement between RM Engineering and the CWU on the guidelines for the implementation of the shorter working week (SWW) for Engineering Technician Grades**

Members will know the CWU and Royal Mail reached an overarching agreement on the host of issues which were in dispute. The negotiators agreement was reached just before Christmas and this was placed before the membership for endorsement in January with the result announced on 3<sup>rd</sup> February 2021. The agreement was endorsed by the CWU membership.

One of the issues in dispute was the Unions claim for a reduction in working time. Whilst this was successful, it was acknowledged the starting point for a reduction in hours was different depending on which grade you are.

To support the implementation of the shorter working week, we had to agree national guidelines for the revision activity which will implement the change. Engineering grades starting point for this agreement is 36.5 hours and these guidelines focus on a reduction of 1 hour to 35.5 hours by no later than the end of October 2021.

The guidelines for the revision are attached to this LTB.

The reduction in the working week will be achieved using the attached guidelines which will use agreed revision procedures. A revision of existing attendance patterns will be carried out in each plant by the local Engineering Manager and CWU Representative, with support from the senior field officials if required

The target date for implementation of the revision is no later than the end of October 2021, however, if you achieve your revision agreement prior to this date, the revision and benefits of the SWW can be implemented immediately

All enquiries regarding the content of this LTB should be addressed to the **PTCS** Department, quoting reference 120. Email address: [khay@cwu.org](mailto:khay@cwu.org)

Yours sincerely,

Carl Maden  
**Assistant Secretary (Acting)**