



## **MEMORANDUM**

**TO:** **LOCAL UNIONS:** 25, 70, 100, 107, 118, 135, 162, 174, 222, 249, 295, 299, 317, 326, 355, 364, 391, 407, 455, 500, 600, 671, 745, 769, 856, 986, and 2785

Joe Smith, Eastern Region Chair  
Kevin Moore, Central Region Chair  
Lannis Shepherd, Southern Region Chair  
Chris Griswold, Western Region Chair  
Lou Calemine, At-Large Coordinator  
Chris Buschmeier, At-Large Coordinator

**FROM:** William Hamilton, Director  
National Express Division

**DATE:** March 24, 2020

**RE:** **Letter of Agreement – DHL**

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Please see the attached letter of agreement between DHL Express and Teamsters National Union Negotiating Committee "TNUNC" in response to the COVID-19 medical emergency.

In addition, I invite Local Union principal officers and business agents to join me on Thursday, March 26 for a conference call. The call information is as follows:

**DHL Local Unions Call**  
**Thursday, March 26, 2020 at 3:00 p.m. EST**  
**Dial In: (844) 291-6358**  
**Access Code: 4228687**

Thank you.

WH/ae  
Attachment

## DHL Express / IBT COVID-19 MOU Outline

- **Duration** (3/20/20 until national emergency is lifted)
  - Will be retro for anyone who went out prior to 3/20/20 but otherwise would have qualified
  
- **Paid Leave**
  - Only for those directly impacted
    - (1) Employee is diagnosed with COVID-19 or is required by government, public health official, doctor, or DHL to be quarantined
    - (2) Employee's immediate family member who resides in the same household is diagnosed with COVID-19 and is thus forced to quarantine
    - Must provide proof of diagnosis or requirement to quarantine
    - Scenarios 1 and 2 above are the only situations in which paid leave under this MOU applies
  - Pay while on leave:
    - 8 hours per work day for a FT employee, max of 10 work days
    - 4 hours per work day for a PT employee, max of 10 work days
  - H&W and Pension contributions will be made as required by the supplement for these hours
  - If an employee self-quarantines, uses paid time off (PTO), and is later diagnosed with COVID-19, the company will re-populate the PTO up to the 80/40 hour limits set forth above
  - After 10 days, employees directly impacted can use accrued PTO as provided by a supplement (sick days, floaters, vacation days) irrespective of language in the contract that might require advanced scheduling
  
- **Attendance**
  - Any employee directly impacted missing work as set forth above will not have those days counted as an attendance infraction
  
- **Re-evaluation**
  - The parties agree that this COVID-19 situation is unprecedented and that many additional issues may arise as time goes on. This could include governments shutting down cities or towns where DHL does not get special permission to operate as critical infrastructure provider. The parties will communicate on a going forward basis and will pursue further agreements as needed to deal with this issue and others related to the current pandemic.

Teamsters National Negotiating Committee

By William Hamilton  
William Hamilton  
Co-Chairman

DHL Express (USA), INC

By Joseph Yates 3/22/20  
Joseph Yates  
Senior Director Labor Relations