

PACIFIC AREA OFFICE  
HUMAN RESOURCES



RECEIVED  
APWU  
MAY 23 2008  
WESTERN REGION  
COORDINATOR

No. Calif. locals

To:  Pacific Area Local(s)  
 Western Area Local(s)  
 So. West Area Local(s)

May 21, 2008

Omar Gonzalez  
APWU Western Regional Coordinator  
500 Airport Blvd., Ste. 450  
Burlingame, CA 94010

Withholding Info  
 Staffing Issue(s)  
 Status Update  
 Grievance Administration  
 Please review, take action  
and reduce issues to writ-  
ing  
 Comments

Omar M. Gonzalez, Coordinator  
*cc Communications Dept.*

Dear Omar:

This is to advise you of the intent of the Bay Valley Performance Cluster to utilize the provisions of Article 12.5.C.5 of the National Agreement to involuntarily reassign up to 110 junior Level 6 full-time clerks from the Oakland bid installation. The basis for this action is the overall decline in volume along with automation enhancements which working in concert allow for a need for less staffing in manual and mechanized operations. The final placement date will be no earlier than November 24, 2008 although some of the impacted employees may wish to move earlier.

The impacted clerks will be notified by separate letter of their involuntary reassignments and provided with a list of available placement opportunities from which to indicate placement preferences.

Copies of the automated impact statement (AIR), the seniority list identifying the impacted junior full-time clerks and other relevant information are attached.

By copy of this notice and attached impact statement, the Pacific Area is authorizing the withholding of up to 110 full-time residual assignments in the clerk, mail handler, custodial and carrier crafts in the impacted bid installation and, as necessary, in other bid installations within 100 miles.

If you have any questions or wish to discuss this matter, you may contact Linda Shumate at (626) 855-6446.

*Manuel Botello*

Manuel Botello  
Manager, Human Resources

Attachments

cc: Area Manager, Operations Support  
Area Manager, Finance

11255 RANCHO CARMEL DR. RM 227  
SAN DIEGO, CA 92197-4400  
PHONE: 858-674-3180  
FAX: 858-674-3181

Impacted Installation: Oakland Bid Installation

Installation Address: Oakland, CA

Area Name: Pacific

Impact Type: Pacific

Date of Impact: November 24, 2008

Period (Dates) of Review Performed 5/12/2007 Thru 5/9/2008

Report Prepared By: Linda Shumate

Report Prepared Date: May 16, 2008

Phone: (626) 855-6446

Reviewed By: Linda Shumate

# WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour Rate
Total	44,050	38,548	-5,502	-22,008	-286,104	-172	1,660

## OverTime Impact

	Current OT Average Weekly Hrs	Current OT Rate	Planned OT per Week from changes	Additional Planned OT per Week ±	Percent Planned OT per Week ±	Planned OT Hours per Week	Planned OT Rate
Total	3,645	8.3%	-560	0		3,085	8.0%

# WorkHour Impact Report

## Casuals

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a. Current Number of Clerk Casuals on Rolls	61
b. Current Total Non-OverTime Clerk Casuals Hours per Month	9260
c. Planned Reduction in Total Non-OverTime Clerk Casuals Hours per Month	-4408
d. Number of Clerk Casuals that will have Reduced Hours	0
e. Number of Clerk Casuals that will be Terminated	-29
f. Number of Clerk Casuals Remaining After Impact	32
g. Provide Narrative Justifying need for Remaining Clerk Casuals: This is a 200 man year office and the remaining casuals will be utilized to cover temporary unavailability in accordance with the Das Arbitration Award.	

## Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	0
b. Current Total Non-OverTime Clerk PTFs Hours per Month	0
c. Planned Reduction in Total Non-OverTime Clerk PTFs Hours per Month	0
d. Number of Clerk PTFs that will have Reduced Hours	0
e. Number of Complement Change in Clerk PTFs	0

# WorkHour Impact Report

## Part Time Regular (PTRs)

Page 3 of 4

a. Current Number of Clerk PTRs on Rolls	0
b. Planned Number of Clerk PTR Positions after Impact	0
c. Estimated Number of Clerk PTR Attrition	0
d. Will there be any Clerk PTRs Excessed from Craft or Installation	NO
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

## Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	1169
b. Planned Number of Clerk FTR Positions after Impact	1049
c. Estimated Number of Clerk FTR Attrition	10
d. Will there be any Clerk FTRs Excessed from Craft or Installation	YES
If Yes how Many Clerk FTRs	110
e. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: An administrative review of the work load and staffing requirements at the Oakland P&DC revealed that the work load no longer supported the current full-time complement. Enhancements to automation readability and thru put combined with the reduction in the workload now make it possible to reduce manual operations and to move more volume to automation. As a result, overstaffing of 120 full-time clerks was identified. Allowing for some attrition, the Bay Valley Cluster still has an identified need to involuntarily reassign up to 110 junior full-time clerks from the bid installation. By copy of this notice, the Pacific area is authorizing the withholding of up to 110 full-time residual assignments in clerk, mail handler, custodial and carrier crafts in the impacted bid installation and, if necessary, in other bid installations within 100 miles.

# WorkHour Impact Report

Page 4 of 4

## Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-15,360
b. Planned Reduction in Total OT Hours per Month	-2,240
c. Planned Reduction in Casual Non-OT Hours per Month	-4,408
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	141,852
f. Total FTE Savings	-172

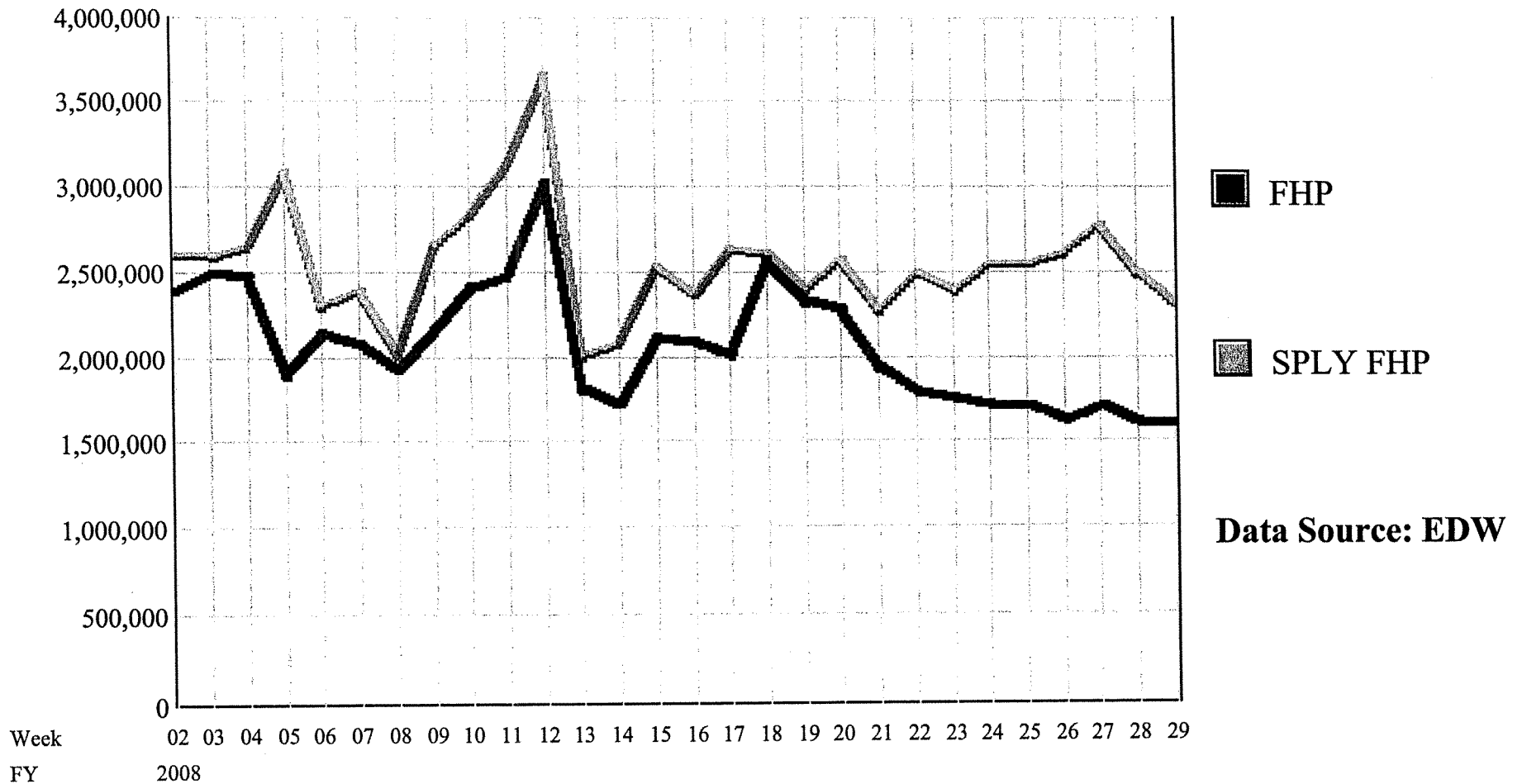


Volume (MODS (Daily)) - 14 MANUAL DISTRIBUTION, XXXX TOTAL

Finance # 055509 Oakland P&DC

W30 (04/19/08 - 04/25/08) FY2008

Pcs(000)



Oakland P&DC  
 Current Staffing - Totals (per WebCOINS as of 03/27/2008)

Tour 1	WebCOINS On-Rolls		Proposed		Diff MH	Diff Clerk
	MH	Clerk	MH	Clerk		
FTR MH	129		148		19	
FTR Clerks		426		332		-94
PTF MH	11		12		1	
PTF Clerk						
PTR MH			6		6	
PTR Clerk						
Casual MH	10		10			
Casual Clerks		42		49		7
	150	468	176	381	26	-87
<b>Tour 2</b>						
FTR MH	201		172		-29	
FTR Clerks		242		213		-29
PTF MH	2		3		1	
PTF Clerk						
PTR MH						
PTR Clerk						
Casual MH	9		17		8	
Casual Clerks						
	212	242	192	213	-20	-29
<b>Tour 3</b>						
FTR MH	174		214		40	
FTR Clerks		339		259		-80
PTF MH	10		15		5	
PTF Clerk						
PTR MH	24		24			
PTR Clerk						
Casual MH	17		34		17	
Casual Clerks		24		24		
	225	363	287	283	62	-80
<b>Total</b>	<b>587</b>	<b>1073</b>	<b>655</b>	<b>877</b>	<b>68</b>	<b>-196</b>

	MH	Clk	Total
Proposed	655	877	1532
WebCoins On-Rolls	587	1073	1660
<b>+/- WebCoins</b>	<b>68</b>	<b>-196</b>	<b>-128</b>

<b>BMG (dated 03/28/08) affords staffing of:</b>	<b>1,631</b>
<b>Workhour Budget FTE (@ 1840) affords:</b>	<b>1,669</b>
<b>Less LDC 10</b>	<b>1,571</b>

Oakland P&DC  
 December, 2007  
 Mail Handlers - Proposed Baseline Positions

Tour 1		S	S	M	T	W	T	F	Total Positions	Current Bids	Diff +/- Proposed to Current
Dock/210/Mail Prep	Staff on clock	17	12	17	18	17	17	17	21	36	-15
AFCS/Dump/Cull/Reface/020	Staff on clock								0	0	0
SPBS	Staff on clock	17	15	6	10	15	15	17	19	12	7
	% Daily Staffing	18%	16%	6%	11%	16%	16%	18%			
	Number of Machines being staffed	3	3	1	2	3	3	3			
	%TPH	12%	10%	10%	17%	20%	12%	19%			
PIT	Staff on clock	15	10	15	15	15	15	15	20	23	-3
LCTS	Staff on clock	12	16	16	16	16	16	18	24	0	24
	% Daily Staffing										
	Number of Machines being staffed	1	2	2	2	2	2	2			
	%TPH	15%	12%	11%	14%	18%	15%	15%			
140/Cal Dis Belt/Military/Allied	Staff on clock	31	43	43	43	43	44	43	58	33	25
PTRs - Dispatch/LCTS	Staff on clock	6		6	6	6	6	6	6	0	6
									148	104	44

Tour 2		S	S	M	T	W	T	F	Total Positions	Current Bids	Diff +/- Proposed to Current
Dock/210/Mail Prep	Staff on clock	17	12	18	17	17	17	17	23	46	-23
AFCS/Dump/Cull/Reface/020	Staff on clock								0	0	0
SPBS	Staff on clock	16	10	10	16	21	21	21	23	25	-2
	% Daily Staffing	14%	9%	9%	14%	18%	18%	18%			
	Number of Machines being staffed	3	2	2	3	3	4	4			
	%TPH	16%	16%	12%	16%	13%	12%	15%			
PIT	Staff on clock	18	15	19	19	18	18	18	26	32	-6
LCTS	Staff on clock	24	24	30	32	30	30	30	40	20	20
	% Daily Staffing										
	Number of Machines being staffed	3	3	3	3	3	3	3			
	%TPH	15%	11%	11%	11%	15%	19%	20%			
140/Cal Dis Belt/Military/Allied	Staff on clock	33	31	47	47	47	48	47	60	51	9
PTRs - Dispatch/LCTS	Staff on clock								0	0	0
									172	174	-2

Oakland P&DC  
December, 2007

Tour 3		S	S	M	T	W	T	F	Total		Diff +/- Proposed to Current
									Positions	Current Bids	
Dock/210/Mail Prep	Staff on clock	21	16	23	22	21	21	21	29	55	-26
AFCS/Dump/Cull/Reface/020	Staff on clock	6	7	13	9	9	11	10	13	11	2
SPBS	Staff on clock	12	8	16	16	16	16	16	20	21	-1
	% Daily Staffing	12%	8%	16%	16%	16%	16%	16%			
	Number of Machines being staffed	3	2	4	4	4	4	4			
	%TPH	13.7%	7.1%	11.5%	16.8%	14.8%	18.3%	17.7%			
PIT	Staff on clock	8	6	10	8	8	10	10	12	42	-30
LCTS	Staff on clock	18	18	24	26	26	24	24	32		32
	% Daily Staffing	11%	11%	15%	16%	16%	15%	15%			
	Number of Machines being staffed	3	3	4	4	4	4	4			
	%TPH	12%	11%	16%	15%	17%	16%	14%			
140/Cal Dis Belt/Military/Allied	Staff on clock	37	37	37	37	37	38	37	52	46	6
PTRs - Dispatch/LCTS	Staff on clock	25		25	25	25	25	25	25	24	1
									183	199	-16

Total		S	S	M	T	W	T	F	Total		Diff +/- Proposed to Current
									Positions	Current Bids	
Dock/210/Mail Prep		55	40	58	57	55	55	55	73	137	-64
AFCS/Dump/Cull/Reface/020		6	7	13	9	9	11	10	13	11	2
SPBS		45	33	32	42	52	52	54	62	58	4
PIT		41	31	44	42	41	43	43	58	97	-39
LCTS		54	58	70	74	72	70	72	96	20	76
140/Cal Dis Belt/Military/Allied		101	111	127	127	127	130	127	170	130	40
PTRs - Dispatch/LCTS		31	0	31	31	31	31	31	31	24	7
		333	280	375	382	387	392	392	503	477	26

Current  
On-Rol

Oakland P&DC  
 December, 2007  
 Clerks - Proposed Baseline Positions

Tour 1		S	S	M	T	W	T	Total F Positions	Current Bids	Diff +/- Proposed to Current	
AFSM-AI/ATHS	Staff on clock	7	7	7	7	7	8	7	13	23	-10
	% Daily Staffing	14.0%	14.0%	14.0%	14.0%	14.0%	16.0%	14.0%			
	Number of Machines being staffed	5	5	5	5	5	5	5			
	%TPH	13.8%	14.8%	14.2%	13.1%	15.4%	14.5%	14.2%			
Automation	Staff on clock	110	148	150	150	150	150	150	192	202	-10
	% Daily Staffing	10.9%	14.7%	14.9%	14.9%	14.9%	14.9%	14.9%			
	Number of Machines being staffed	55	73	73	73	73	73	73			
	%TPH	3.4%	18.0%	14.6%	15.1%	15.1%	16.7%	17.1%			
Box Section / Caller /Piedmont	Staff on clock	10	10	10	10	10	10	10	14	82	-68
	% Daily Staffing	14.3%	14.3%	14.3%	14.3%	14.3%	14.3%	14.3%			
	Number of Machines being staffed										
	%TPH										
Expeditors/Registry/Express/Allied	Staff on clock	30	26	30	32	30	30	32	34	26	8
	% Daily Staffing	14.3%	12.4%	14.3%	15.2%	14.3%	14.3%	15.2%			
	Number of Machines being staffed										
	%TPH										
CDU / Dispatch	Staff on clock										0
Revenue Protection	Staff on clock										0
Manual Letters/Nixies	Staff on clock	9	9	18	18	16	15	20	21	27	-6
	% Daily Staffing	8.6%	8.6%	17.1%	17.1%	15.2%	14.3%	19.0%			
	Number of Machines being staffed										
	%TPH										
Manual Flats	Staff on clock	14	13	14	10	14	15	15	19	7	12
	% Daily Staffing										
	Number of Machines being staffed										
	%TPH	10%	8%	21%	24%	16%	11%	9%			
PD / Certified	Staff on clock										0
	% Daily Staffing										
	Number of Machines being staffed										
	%TPH										
Priority/FCM/PP/SWYB/Ramp	Staff on clock	0	0	5	5	5	5	5	5	1	4
UFSM	Staff on clock									5	-5
	% Daily Staffing										
	Number of Machines being staffed										
	%TPH										
SPBS	Staff on clock	28	14	16	28	28	28	28	34	33	1
	% Daily Staffing	16.5%	8.2%	9.4%	16.5%	16.5%	16.5%	16.5%			
	Number of Machines being staffed	4	2	2	4	5	3	4			
	%TPH										
		208	227	250	260	260	261	267	332	406	-74

Oakland P&DC  
December, 2007

Tour 2		S	S	M	T	W	T	F	Total Positions	Current Bids	Proposed to Current	Diff +/-
AFSM-AJ/ATHS	Staff on clock	8	6	10	9	9	9	9	12	15	-3	
	% Daily Staffing	13.3%	10.0%	16.7%	15.0%	15.0%	15.0%	15.0%				
	Number of Machines being staffed	6	6	6	6	6	6	6				
	%TPH	11.9%	13.1%	17.2%	16.4%	16.4%	13.1%	11.8%				
Automation	Staff on clock	44	32	43	44	48	48	48	62	53	9	
	% Daily Staffing											
	Number of Machines being staffed	15	14	15	15	15	15	15				
	%TPH											
Box Section / Caller	Staff on clock								0	0	0	
	% Daily Staffing											
	%TPH											
Expeditors/Registry/Express/Allied	Staff on clock	31	22	40	40	40	42	42	52	35	17	
	% Daily Staffing											
	%TPH											
CDU / Dispatch / Ramp	Staff on clock			1	1	1	1	1	1	1	0	
Revenue Protection	Staff on clock										0	
Manual Letters/Nixies	Staff on clock	9	9	18	18	16	15	20	21	23	-2	
	% Daily Staffing											
	%TPH											
Manual Flats	Staff on clock	14	14	15	15	15	16	16	21	14	7	
	% Daily Staffing	13%	13%	14%	14%	14%	15%	15%				
	%TPH	17%	11%	17%	16%	12%	17%	10%				
PD / Certified	Staff on clock										0	
	% Daily Staffing											
	%TPH											
Priority/FCM/PP/SWYB/Military UFSM	Staff on clock	0	0	12	12	12	12	12	12	8	4	
	% Daily Staffing										0	
	Number of Machines being staffed											
	%TPH											
SPBS	Staff on clock	24	16	16	24	24	24	32	32	51	-19	
	% Daily Staffing	15.0%	10.0%	10.0%	15.0%	15.0%	15.0%	20.0%				
	Number of Machines being staffed	3	2	2	3	3	4	4				
	%TPH	16.0%	15.9%	11.8%	16.1%	13.4%	12.2%	14.6%				
		130	99	155	163	165	167	180	213	200	13	

Oakland P&DC  
December, 2007

Tour 3		S	S	M	T	W	T	F	Total Positions	Current Bids	Diff +/- Proposed to Current
AFSM-AI/ATHS	Staff on clock	5	5	13	13	13	13	13	15	14	1
	% Daily Staffing										
	Number of Machines being staffed										
	%TPH										
Automation	Staff on clock	74	51	74	74	74	74	74	99	96	3
	% Daily Staffing	14.9%	10.3%	14.9%	14.9%	14.9%	14.9%	14.9%			
	Number of Machines being staffed										
	%TPH	11%	6%	14%	17%	16%	17%	18%			
Box Section / Caller	Staff on clock										0
	% Daily Staffing										
	%TPH										
Expeditors/Registry/Express/Allied	Staff on clock	26	20	32	30	30	30	30	40	63	-23
	% Daily Staffing										
	%TPH										
CDU / Dispatch / Ramp	Staff on clock			1	1	1	1	1	1	1	0
Revenue Protection/Hand Cancel	Staff on clock	8	9	13	9	9	11	10	14		14
Manual Letters/Nixies	Staff on clock	17	17	24	20	26	23	23	30	43	-13
	% Daily Staffing										
	%TPH										
Manual Flats	Staff on clock	10	11	19	18	19	14	14	21	40	-19
	% Daily Staffing	10%	10%	18%	17%	18%	13%	13%			
	%TPH	11%	7%	14%	18%	19%	15%	16%			
PD / Certified	Staff on clock										0
	% Daily Staffing										
	%TPH										
Priority/FCM/PP/SWYB/Military	Staff on clock	0	0	4	4	4	4	4	4	0	4
UFSM	Staff on clock									2	-2
	% Daily Staffing										
	Number of Machines being staffed										
	%TPH										
SPBS	Staff on clock	26	19	26	26	26	26	26	35	59	-24
	% Daily Staffing	15%	11%	15%	15%	15%	15%	15%			
	Number of Machines being staffed	4	3	4	4	4	4	4			
	%TPH	14%	7%	12%	17%	15%	18%	18%			
									259	318	-59

Total - on clock	S	S	M	T	W	T	F	Total Positions	Current Bids	Diff +/- Proposed to Current
AFSM-AI/ATHS	20	18	30	29	29	30	29	40	52	-12
Automation	228	231	267	268	272	272	272	353	351	2
Box Section / Caller	10	10	10	10	10	10	10	14	82	-68
Expeditors/Registry/Express/Allied	87	68	102	102	100	102	104	126	124	2
CDU / Dispatch	0	0	2	2	2	2	2	2	2	0
Revenue Protection/Hand Cancel	8	9	13	9	9	11	10	14	0	14
Manual Letters/Nixies	35	35	60	56	58	53	63	72	93	-21
Manual Flats	38	38	48	43	48	45	45	61	61	0
PD / Certified	0	0	0	0	0	0	0	0	0	0
Priority/FCM/PP/SWYB/Military	0	0	21	21	21	21	21	21	9	12
UFSM	0	0	0	0	0	0	0	0	7	-7
SPBS	50	35	42	50	50	50	58	67	110	-43
	476	444	595	590	599	596	614	804	924	-120

**Impact Statement**  
**Oakland P&DC - Clerk Excessing**

24-Apr-2008

The contents of this document is to be used to prepare a Manpower Impact Statement for Union notification. Local Memorandum of Understanding may require additional sharing of information with the local Union.