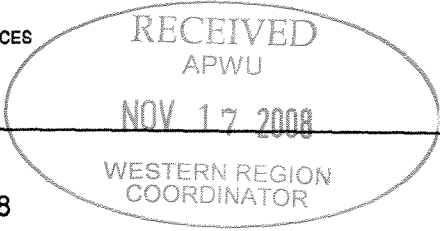


MANAGER, HUMAN RESOURCES  
PACIFIC AREA



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

November 13, 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

Dear Omar:

This is to advise you of the intent of the Sierra Coastal Performance Cluster to utilize the provisions of Article 12.5.C.5 to involuntarily reassign up to 14 full-time Level 6 clerks from the Pasadena bid installation. The basis for this action is the loss of firm volume. The final placement date will be no sooner than May 14, 2009, although volunteers may elect to go earlier.

The impacted employees will be notified in writing of their involuntary reassignments a minimum of 60 days prior to the effective date of excessing.

The Pasadena bid installation is a 200 man year office and has no PTF's; therefore the provisions of Article 12.5.C.5.a (3) which require the reduction of PTF hours are not applicable. Additionally, the Pasadena bid installation has no casuals; therefore the provisions of Article 12.5.C.5.a (2) which requires the separation of casuals to the extent possible have been met.

By copy of this letter, the Pacific Area is authorizing the withholding of up to 14 full-time residual assignments in the clerk, carrier, mail handler and custodial craft in offices within 500 miles for the placement of the impacted clerks.

Attached you will find a copy of the Automated Impact Statement along with a copy of the operational data supporting the excessing and a list of the junior clerks who have been identified to be excessed. If you have any questions or wish to meet on this matter, you may contact Linda Shumate at (858) 674-3183.

Manuel Botello  
Manager, Human Resources

Attachments

cc: Area Manager, Operations Support  
Area Manager, Finance

## WorkHour Impact Report

Impacted Bid Cluster	PASADENA POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	05/01/2009
Period (Dates) of Review Performed	10/27/2007 thru 10/24/2008
Report Prepared By	Linda Shumate
Report Prepared Date	11/13/2008
Reviewed By	Kerry Wolny
Phone	(661) 775-6500

## WorkHour Impact Report

### Craft = CLERK

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings	E Annual Work Hours Savings	F Annual FTE Savings	G Current FTE Yearly Hr Rate
Total	9483	8939	-544	-2176	-28288	-16	1716

### 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	272	2.9%	-33.5	0		239	2.7%

## WorkHour Impact Report

### Casuals

a. Current Number of CLERK Casuals on Rolls	0
b. Current Total Non-OverTime CLERK Casuals Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK Casuals Hours per Month	0
d. Number of CLERK Casuals that will have Reduced Hours	0
e. Number of CLERK Casuals that will be Terminated	0
f. Number of CLERK Casuals Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining CLERK Casuals	

There are no casuals

### 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	
e. Will there be any CLERK PTFs Excessed from Craft or Installation	NO

If Yes how Many CLERK PTFs 0

f. Provide Narrative Explaining need for Excessing

There are no PTF's

### Transitional Employees (TEs)

a. Current Number of CLERK TEs on Rolls	0
b. Current Total Non-OverTime CLERK TE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK TE Hours per Month	0
d. Number of CLERK TEs that will have Reduced Hours	0
e. Number of CLERK TEs that will be Terminated	0
f. Number of CLERK TEs Remaining After Impact	0

g. Provide Narrative Justifying need for Remaining CLERK TEs

TE's are not authorized

## WorkHour Impact Report

### Part Time Regular (PTRs)

a. Current Number of CLERK PTRs on Rolls	8
b. Planned Number of CLERK PTR Positions after Impact	8
c. Estimated Number of CLERK PTR Attrition	0
d. Will there be any CLERK PTRs Excessed from Craft or Installation	NO
CLERK PTRs	0
e. Provide Narrative Explaining need for Excessing	
There are no PTR's	

### Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	279
b. Planned Number of CLERK FTR Positions After Impact	263
c. Estimated Number of CLERK FTR Attrition	2
d. Will there be any CLERK FTRs Excessed from Craft or Installation	YES
If Yes how Many CLERK FTRs	14
e. Provide Narrative Explaining need for Excessing	
The reduction of workload in the firms has resulted in a need to excess up to 14 full-time Level 6 clerks from the craft and/or installation	

## WorkHour Impact Report-CLERK

### Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-2176
b. Planned Reduction in Total OT Hours per Month	-134
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	35756
f. Total FTE Savings	-16