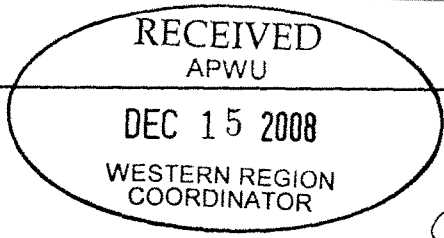


PACIFIC AREA OFFICE  
HUMAN RESOURCES



December 12, 2008

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



*So. Cal. locals*

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

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

Omar M. Gonzalez, Coordinator

*cc: Communications Dept.*

Dear Omar:

This is to advise you of the intent of the Santa Ana Performance Cluster to utilize the provisions of Article 12.5.C.5 to involuntarily reassign up to 43 full-time clerks from the Alhambra/Industry bid installation. The basis for this action is the loss of workload, the need to maximize the use of equipment to capture efficiencies and right sizing of the complement to match operational windows and volume. The final placement date will be no sooner than June 12, 2009, although volunteers may move earlier than that date.

The impacted employees will receive a minimum of 60 days advance written notification of their involuntary reassignments.

The Alhambra/Industry bid installation is a 200 man year office and has no part-time flexibles; therefore the provisions of Article 12.5.C.5.a (3) which requires part-time flexible hours be reduced to the extent possible have been met. Additionally, casuals are being separated; therefore, the provisions of Article 12.5.C.5.a (2) which requires the separation of all casuals to the extent possible have been met.

By copy of this notice, the Pacific Area is authorizing the withholding of 43 full-time residual assignments in the clerk, mail handler, carrier and custodial crafts in offices and/or plants throughout Southern California.

Attached you will find a copy of the Automated Impact Report along with copies of the operational data utilized to support this action and a list of the junior impacted clerks who will 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*

Manuel Botello  
Manager, Human Resources

Attachments

cc: Area Manager, Operations Support  
Area Manager, Finance

## WorkHour Impact Report

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Impacted Bid Cluster	ALHAMBRA POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	06/20/2009
Period (Dates) of Review Performed	11/24/2007 thru 12/05/2008
Report Prepared By	Linda Shumate
Report Prepared Date	12/11/2008
Reviewed By	Gerard Ahern
Phone	(714) 662-6300

## 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	18232	16385	-1847	-7388	-96044	-54	1768

### 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	1608	8.8%	-221.25	0		1387	8.5%

## WorkHour Impact Report

### Casuals

a. Current Number of CLERK Casuals on Rolls	57
b. Current Total Non-OverTime CLERK Casuals Hours per Month	8560
c. Planned Reduction in Total Non-OverTime CLERK Casuals Hours per Month	-
d. Number of CLERK Casuals that will have Reduced Hours	1520
e. Number of CLERK Casuals that will be Terminated	0
f. Number of CLERK Casuals Remaining After Impact	-10
g. Provide Narrative Justifying need for Remaining CLERK Casuals	47

Casuals will be separated. The number of casuals on the rolls at this time is up due to the peak period. Additional peak period casuals will be reduced in January.

### 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. 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

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### Part Time Regular (PTRs)

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
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	478
b. Planned Number of CLERK FTR Positions After Impact	435
c. Estimated Number of CLERK FTR Attrition	0
d. Will there be any CLERK FTRs Excessed from Craft or Installation	YES
If Yes how Many CLERK FTRs	43
e. Provide Narrative Explaining need for Excessing	
The need to right size staffing to match workload has resulted in a need to excess up to 43 full-time clerks from the craft and/or installation	

## WorkHour Impact Report-CLERK

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### Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-5868
b. Planned Reduction in Total OT Hours per Month	-885
c. Planned Reduction in Casual Non-OT Hours per Month	-1520
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	65540
f. Total FTE Savings	-54