



RECEIVED
APWU
APR 26 2007
WESTERN REGION
COORDINATOR

*San Diego Area Local
Tri-County Area Local*

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

April 17, 2007

Omar Gonzalez
Western Regional Coordinator
American Postal Workers Union, AFL-CIO
500 Airport Boulevard, Suite 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 that the San Diego Performance Cluster has completed an administrative review of the workload and staffing requirements for the offices identified below using CSV (Customer Services Variance) earned work hours. Based on that review, the Cluster has identified a need to involuntarily reassign/excess full-time clerks from these offices. The number of clerks that will be impacted in each office is set forth below.

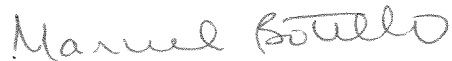
OFFICE	NUMBER OF IMPACTED CLERKS
Carlsbad	2
Encinitas	3
Moreno Valley	4
National City	2
Oceanside	2
Poway	2
Total	15

The final placement date for the impacted clerks in the offices above will be November 19, 2007. By copy of this letter and the attached impact statements, the San Diego Cluster to withhold up to 15 full-time residual assignments in the clerk craft in the impacted installations listed above and in non-impacted offices within 100 miles.

In addition, based on that same review, it was determined that there was a need to excess 63 full-time clerks from sections within the San Diego bid installation. We are therefore authorizing the San Diego Cluster to withhold an additional 63 full-time residual assignments in the clerk craft in the San

Diego bid installation for the placement of the clerks who will be excessed from affected sections. The final placement date for clerks who are excessed from the section will be May 25, 2007.

Copies of the Automated Impact Statements (AIRs), the CSV data and the seniority lists for the employees being excessed from the installation are attached. If you have any questions or wish additional information, you may contact Linda Shumate at (626) 855-6446.



Manuel Botello
Manager, Human Resources

Attachments

cc: Area Directs
David Stowe
Glen Cournoyer
Keith Pittman
Mike Thomas
District Manager, San Diego
District Manager, Human Resources – San Diego
Linda Shumate
District Complement Coordinator
District manager, Labor Relations
Local Union – Rick Cornelius



Impacted Installation: Moreno Valley, CA

Installation Address: Moreno Valley, CA

Area Name Pacific

Impact Type CSV Earned Work Hours - Work Load & Staffing

Date of Impact 11/16/2007

Period (Dates) of Review Performed 4/1/2006 Thru 3/30/2007

Report Prepared By Linda Shumate

Report Prepared Date 04/16/2007

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	1,058	934	-124	-496	-6,448	-4	1,612

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	126	11.9%	± 0	± 0	±	126	13.5%

WorkHour Impact Report

Page 2 of 4

Casuals

a. Current Number of Clerk Casuals on Rolls	3
b. Current Total Non-OverTime Clerk Casuals Hours per Month	432
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	3
g. Provide Narrative Justifying need for Remaining Clerk Casuals: The 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	10
b. Current Total Non-OverTime Clerk PTFs Hours per Month	1360
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)

- | | |
|---|----|
| 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 | 19 |
| b. Planned Number of Clerk FTR Positions after Impact | 15 |
| 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 | 4 |
| e. Describe Withholding Area Within Miles Around your Installation | 100 |

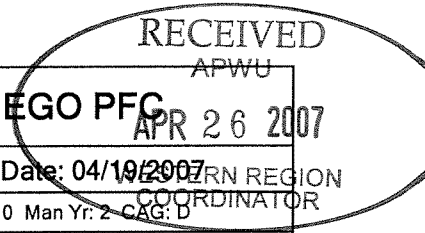
f. Provide Narrative Explaining need for Excessing: An administrative review of the work load and staffing requirements utilizing CSV Earned Work Hours reflects a need to excess/involuntarily reassign 4 full-time clerks from the craft and/or installation. By copy of this impact statement, the San Diego Cluster is being given authority to withhold up to 4 full-time residual assignments in the clerk craft or in another non-impacted craft in the Moreno Valley Office and/or in the clerk craft in non-impacted offices within 100 miles.

WorkHour Impact Report

Page 4 of 4

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-496
b. Planned Reduction in Total OT Hours per Month	0
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	3,232
f. Total FTE Savings	-4



AREA CUSTOMER SERVICE VARIANCE - [920]-SAN DIEGO PFC

MORENO VALLEY PO - MORENO VALLEY PO 055156 Variance Date: 04/19/2007
 Analysis Period: 01/06/2007 to 04/06/2007 - Customer Service Days: 76 Unit Level: 0 Man Yr: 2 CAG: D

Benchmark Generation: 01/26/2007-04/13/2007 **[MORENO VALLEY PO] MORENO VALLEY PO**

FTEE COMPLEMENT ANALYSIS

UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
Full Time Clerk	20	21	19	-2	110.53%
Part Time Flexible Clerk	5	5	10	5	50.00%
Part Time Regular Clerk	0	0	0	0	0.00%
Full Time MH	0	0	0	0	0.00%
Part Time Flexible MH	0	0	0	0	0.00%
Part Time Regular MH	0	0	0	0	0.00%
Full Time Equivalent Emp	25	26	29	3.00	89.64%
Full Time Equivalent Hrs	1792	1791	1958		

WORKHOUR ANALYSIS

Automation/Mechanized (LDC41-42)

UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
LDC 41 Hours	0	0	0	0	0%
LDC 42 Hours	0	0	0	0	0%
Total Auto/Mech Hours	0	0	0	0	0%

Manual (LDC43-44)

LDC 43L Hours	696	763	642	-121	118.80%
LDC 43F Hours	521	557	439	-118	126.96%
LDC 43P Hours	786	858	872	14	98.43%
LDC 43A Hours	1164	1270	2152	882	59.04%
LDC 43 Total	3168	3449	4105	656	84.02%
LDC 44 Hours	555	608	517	-91	117.60%
Total Manual Hours	3723	4057	4622	565	87.77%

Retail/Admin (LDC45,46,48)

LDC 45 Hours	4457	4400	4587	187	95.92%
LDC 46 Hours	59	59	138	79	42.49%
LDC 48 Hours	3037	3193	4944	1751	64.58%
Total Retail/Admin Hours	7553	7651	9669	2018	79.13%
Total Function Four	11275	11708	14291	2583	81.93%

WORKLOAD ANALYSIS

UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% VARIANCE
LDC 41 TPF Vol Pcs	0		0	0	0%
LDC 42 TPF Vol Pcs	0		0	0	0%
Auto/Mech Volume	0		0	0	0%
LDC 43 Dist Vol Ltrs (Ft)	4057		4443	386	9.51%
LDC 43 Dist Vol Flts (Ft)	3760		4026	266	7.07%
LDC 43 Dist Vol PP/Sprs	238195		260074	21879	9.19%

LDC 44 Box Ltrs (Ft)	2296		2529	233	10.15%
LDC 44 Box Flts (Ft)	986		1074	88	8.92%
Manual Vol (w/o PP/Sprs)	11099		12072	973	8.77%
LDC 45 Transactions	167051		164612	-2439	- 1.46%
Retail Transaction Volume	167051		164612	-2439	- 1.46%
PRODUCTIVITY ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
LDC 41 PPH	0	0	0	0	0%
LDC 42 PPH	0	0	0	0	0%
LDC 43 Dist Vol Ltrs FPH	5.83	5.83	6.92	1.10	118.80%
LDC 43 Dist Vol Flts FPH	7.22	7.22	9.17	1.95	126.96%
LDC 43 Dist PP/Sprs PPH	303	303	298	-5	98.35%
LDC 43 Allied Hrs per day	15.32	16.72	28.32	11.60	59.04%
LDC 44 Box L&F FPH	5.91	5.93	6.97	1.04	117.58%
LDC 45 Trans Min. per	1.60	1.60	1.67	0.07	95.92%
UNIT ROUTE AND DELIVERIES ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% VARIANCE
City Routes	64		70	6	9.09%
Rural Routes	2		2	0	9.29%
CDS Routes	0		0	0	0%
POB Equivalent Routes	7		8	1	14.29%
City Deliveries	48618		53212	4594	9.45%
Rural Deliveries	1012		1105	93	9.18%
CDS Deliveries	0		0	0	0%
PO Box Deliveries	3714		4056	342	9.20%
FTES DAILY STAFFING ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	
Clerk/Mailhandler	22.42	23.29	28.42	5.13	

Workload Worksheet - MORENO VALLEY PO - MORENO VALLEY PO						
Benchmark LDC 41	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
DBCS Pcs	0	12500	0.00	0.00	0	0
CSBCS Pcs	0	19038	0.00	0.00	0	0
Number of DBCS Machines	0					
Number CSBCS Machines	0					
Allied DBCS		13.45	0.00	0.00	0	
Allied CSBCS		49.05	0.00	0.00	0	
Total LDC 41	Other>>>	0.00	0.00	0.00	0	0
Earned LDC 41	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
DBCS Pcs	0	12500	0.00	0.00	0	0
CSBCS Pcs	0	19038	0.00	0.00	0	0
Number of DBCS Machines	0					
Number CSBCS Machines	0					
Allied DBCS		13.45	0.00	0.00	0	
Allied CSBCS		49.05	0.00	0.00	0	
Total LDC 41	Other>>>	0.00	0.00	0.00	0	0
Benchmark LDC 42	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
FSM Pcs	0	1200	0.00	0.00	0	0
Nbr of FSM Machines	0					
Allied FSM		11.93	0.00	0.00	0	
Total LDC 42	Other>>>	0.00	0.00	0.00	0	0
Earned LDC 42	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
FSM Pcs	0	1200	0.00	0.00	0	0
Nbr of FSM Machines	0					
Allied FSM		11.93	0.00	0.00	0	
Total LDC 42	Other>>>	0.00	0.00	0.00	0	0
Benchmark LDC 43	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
LtrMan Footage	4057	6.25	649.15	47.32	696	5.83
FitMan Footage	3760	7.75	485.18	35.37	521	7.22
PP/Sprs Man Pcs	238195	325.00	732.91	53.43	786	303
Allied Hrs per Day			1085.93	79.16	1165	15.33
Total LDC 43	Other>>>	0.00	2953.17	215.29	3168	
Earned LDC 43	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
LtrMan Footage	4443	6.25	710.89	51.82	763	5.83
FitMan Footage	4026	7.75	519.49	37.87	557	7.22
PP/Sprs Man Pcs	260074	325.00	800.23	58.34	859	303
Allied Hrs per Day			1184.70	86.36	1271	16.72
Total LDC 43	Other>>>	0.00	3215.31	234.40	3450	
Benchmark LDC 44	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
LtrMan	229.58	5.00	45.92	3.35	49	4.66
FitMan	985.65	7.00	140.81	10.26	151	6.52
PPMan	16585	225.00	73.71	5.37	79	209.71

DPS	2066.21	10.00	206.62	15.06	222	9.32
Allied (Box Rent Notices)	3714	0.0537	50.19	3.66	54	
Total LDC 44	Other>>>	0.00	517.25	37.71	555	5.91
Earned LDC 44	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
LtrMan	252.89	5.00	50.58	3.69	54	4.66
FltMan	1073.57	7.00	153.37	11.18	165	6.52
PPMan	18071	225.00	80.32	5.86	86	209.71
DPS	2276.02	10.00	227.60	16.59	244	9.32
Allied (Box Rent Notices)	4056	0.0537	54.81	4.00	59	
Total LDC 44	Other>>>	0.00	566.67	41.31	608	5.93
Benchmark LDC 45	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
Daily Average Transactions	167051	1.06	2951.24	Included in WOS	2951	1.06
WOS Ancillary (33%)			973.91	Included in WOS	974	
Open/Close	1064	30.000	532.00	Included in WOS	532	30.000
Total LDC 45	Other>>>	0.00	4457.14	Included in WOS	4457	1.60
Earned LDC 45	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
Daily Average Transactions	164612	1.06	2908.15	Included in WOS	2908	1.06
WOS Ancillary (33%)			959.69	Included in WOS	960	
Open/Close	1064	30.000	532.00	Included in WOS	532	30.000
Total LDC 45	Other>>>	0.00	4399.83	Included in WOS	4400	1.60
Benchmark/Earned LDC 46	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
Number of Machines	5					
Vending Days	65					
Service Time	0.73		47.67	3.47	51	
Audit Time	0.054		3.48	0.25	4	
Travel Time	0.00		0.00	0.00	0	
Total LDC 46	Other>>>	0.00	51.15	3.73	55	
Benchmark LDC 48	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
Delivery Support	4,054,137	0.0228	1540.57	112.31	1653	0.0245
Earned LDC 48	Volume	Prod Rate	Hrs	STB	Analysis Prd	Net Rate
Delivery Support	4,436,348	0.0228	1685.81	122.90	1809	0.0245
Benchmark Total LDC 48					3037	
Adjusted for Deliveries					156	
Total LDC 48	Other>>>	136.61			3193	

MORENO VALLEY PO - MORENO VALLEY PO - LDC 48 EARNED WORKHOURS				
WORKLOAD ELEMENT	SOURCE	VALUE	AWPS FACTORS	BENCHMARK MINS / DAY
P.O.BOX MAINT	BOXES-RENTED	3714	Rented boxes *2.145 min / 302	26.38
FIRM CALLER SERVICE	AVG DAY	4	Firm Holdouts *1.34 minutes	5.36
BOX ACCOUNTABLE MAIL	ROUTES 1 per 500	7.43	6.437 minutes per route	47.83
CARRIER ACCOUNTABLES	ROUTES	66	6.437 minutes per route	424.84
CITY ROUTES	DELIVERIES	48618	Not Applicable	
RURAL ROUTES	DELIVERIES	1012	Not Applicable	
HCR ROUTES	DELIVERIES	0	Not Applicable	
POST OFFICE BOXES	RENTED	3714	Not Applicable	
TELEPHONE	DELIVERIES	53344	3.2187 minutes per 1000 Deliveries	171.70
CFS MAINTENANCE	DELIVERIES	53344	.6437 minutes per 500 Deliveries	68.67
CLAIMS	DELIVERIES	53344	3.2187 minutes per 5000 Deliveries	34.34
NIXIE/UBBM	DELIVERIES	53344	5.3645 minutes per 500 Deliveries	572.33
2ND NOTICES DLVS	DELIVERIES	53344	2.145 minutes per 1000 Deliveries	114.42
DISPATCH DLVS	DELIVERIES	53344	6.437 minutes per 1000 possible	343.37
VALIDATE 1412 'S	ACTUAL	14	6.437 minutes per 1412	90.12
BRM/PD AVG # ACCT. POSTED DAILY	AVERAGE	22	2.263 Minutes ea. Daily avg.	49.79
BRM/PD AVG PIECES DAILY	CALC MINUTES	250	BRM/PD Pieces / 9.060 = Minutes	27.59
CANCEL MAIL	ACTUAL MINUTES	0	Actual + (STB Factor 0.0729)	0.00
EXPRESS/PRIORITY SCANS	# OF SCANS	476	0.150 min for each of the 1st 200 + 0.062 min each > 200	47.11
VERIFY DEPOSIT/TRANSMIT DATA	# OF OFFICES	1	36.850 minutes per Office	36.85
COLLECTIONS	ACTUAL	50.00	Actual + (STB Factor 0.0729)	53.65
AVG MAILINGS PER	# PER	123.00	Mailings * 13 AP's * 30.650 min / 302	162.28
OPEN & CLOSE SUPPLIES & SERVICES	# OF OFFICES	1	13.41 minutes per office	13.41
OTHER:		100.52	Actual Authorized Other Time	107.85
<i>Period 01/06/2007 - 04/06/2007 (76 Data Days)</i>		TOT.BENCHMARK MINUTES P/DAY		2397.89
<i>Report date 04/19/2007</i>		TOT.LDC48 BENCHMARK HOURS		3037.33
Bold Lettering = District Level Editable Workload Elements				

CUSTOMER SERVICE VARIANCE - CLERK/MAILHANDLER COMPLEMENT							
UNIT/FINANCE NBR		MORENO VALLEY PO - MORENO VALLEY PO 055156			DATE: 04/19/2007		
Leave Replacement Calculation							
<i>Leave Type</i>	<i>Hrs Per Day</i>	<i>Leave %</i>	<i>Formula</i>	<i>Employees Earned</i>			
Annual Leave	154	14.00%	(CSV Avg Daily Hours x 14.00% x (6 day wk /40 hr WHwk) =	3.26	Clerk/MH(s)		
Sick Leave	154	3.50%	(CSV Avg Daily Hours x 3.50% x (6 day wk /40 hr WHwk) =	0.81	Clerk/MH(s)		
LWOP	154	1.00%	(CSV Avg Daily Hours x 1.00% x (6 day wk /40 hr WHwk) =	0.23	Clerk/MH(s)		
(Subtract Overtime)	154	8.00%	(CSV Avg Daily Hours x 8.00% x (6 day wk /40 hr WHwk) =	1.86	Clerk/MH(s)		
Net Total		10.50%	Leave/OT Replacement Needs ▶▶▶▶▶	2.44	Clerk/MH(s)		
			Replacement for Replacement ▶▶▶▶▶	0.26	Clerk/MH(s)		
			Total Leave Replacement ▶▶▶▶▶	2.70	Clerk/MH(s)		
Man Year (0 < 100, 1 100-199, 2 => 200)		2		Current Ratio FT/PT	66% 34%		
				Target Ratio FT/PT	80% 20%		
Current on Rolls			Earned Complement				
Full Time Clerk			19	Full Time Clerk	21		
Part Time Flexible Clerk			10	Part Time Flexible Clerk	5		
Part Time Regular Clerk			0	Part Time Regular Clerk	0		
Full Time Mailhandler			0	Full Time Mailhandler	0		
Part Time Flexible Mailhandler			0	Part Time Flexible Mailhandler	0		
Part Time Regular Mailhandler			0	Part Time Regular Mailhandler	0		
Total F4 on Rolls			29	Total F4 Earned	26		
Current Actual	Dly Hrs	Employees		Target	Dly Hrs	Employees	
LDC41	0.00	0.00	Clerk/MH(s)	LDC41	0.00	0.00	Clerk/MH(s)
LDC42	0.00	0.00	Clerk/MH(s)	LDC42	0.00	0.00	Clerk/MH(s)
LDC43	54.01	8.16	Clerk/MH(s)	LDC43	45.38	6.85	Clerk/MH(s)
LDC44	6.80	1.03	Clerk/MH(s)	LDC44	8.00	1.21	Clerk/MH(s)
LDC45	60.36	9.12	Clerk/MH(s)	LDC45	58.02	8.76	Clerk/MH(s)
LDC46	1.82	0.27	Clerk/MH(s)	LDC46	0.77	0.12	Clerk/MH(s)
LDC48	65.05	9.83	Clerk/MH(s)	LDC48	42.01	6.34	Clerk/MH(s)
Total Actual Daily Hrs	188.04	28.42	Clerk/MH(s)	Total Daily Earned	154.18	23.28	Clerk/MH(s)
Daily Hours Actual			188.04	Daily Hours Earned			154.18
Current Complement			29	Target Complement			25.98
FTEE Current			1958	FTEE Target			1792
Projected Annual Hrs Actual			56788	Projected Annual Hrs Earned			46562
On Duty Required Totals:			23.28	Full Time Equiv Employee (Hrs per)			1792
Leave Replacement Totals:			2.70	Variance FTEE			3.02

Complement Total	25.98	Complement % Achieved	89.66%
-------------------------	-------	------------------------------	--------