

CUSTOMER SERVICE VARIANCE - CLERK/MAILHANDLER COMPLEMENT					
Delivery Days: 302		CAMBRIA PO - CAMBRIA PO 051164			DATE :02/27/2009
Leave Replacement Calculation					
Leave Type	Hrs Per Day	Leave %	Formula	Employees Earned	
Annual Leave	26	14.00%	(CSV Avg Daily Hours x 14.00%)(6 day wk/40 hr WH/wk)=	0.55	Clerk/MH(s)
Sick Leave	26	3.50%	(CSV Avg Daily Hours x 3.50%)(6 day wk/40 hr WH/wk)=	0.14	Clerk/MH(s)
LWOP	26	1.00%	(CSV Avg Daily Hours x 1.00%)(6 day wk/40 hr WH/wk)=	0.04	Clerk/MH(s)
(Subtract Overtime)	26	12.00%	(CSV Avg Daily Hours x 12.00%)(6 day wk/40 hr WH/wk)=	0.47	Clerk/MH(s)
Net Total		6.50%	Leave/OT Replacement Needs >>>>	0.26	Clerk/MH(s)
			Replacement for Replacement >>>>	0.02	Clerk/MH(s)
			Total Leave Replacement >>>>	0.27	Clerk/MH(s)
Men Year (0 < 100, 1 100-199, 2 => 200)		0	Current Ratio FT/PT	0%	100%
			Target Ratio FT/PT	0%	100%
Current on Rolls			Earned Complement		
Full Time Clerk		0	Full Time Clerk		0
Part Time Flexible Clerk		5	Part Time Flexible Clerk		4
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		5	Total F4 Earned		4
Current Actual	Daily Hrs	Employees	Target	Daily Hrs	Employees
LDC 41 Clerk/MH(s)	0.00	0.00	LDC 41 Clerk/MH(s)	0.00	0.00
LDC 42 Clerk/MH(s)	0.11	0.02	LDC 42 Clerk/MH(s)	0.05	0.01
LDC 43 Clerk/MH(s)	7.12	1.07	LDC 43 Clerk/MH(s)	6.32	0.95
LDC 44 Clerk/MH(s)	3.56	0.54	LDC 44 Clerk/MH(s)	3.06	0.46
LDC 45 Clerk/MH(s)	20.48	3.09	LDC 45 Clerk/MH(s)	11.15	1.68
LDC 46 Clerk/MH(s)	0.22	0.03	LDC 46 Clerk/MH(s)	0.16	0.02
LDC 48 Clerk/MH(s)	1.49	0.23	LDC 48 Clerk/MH(s)	5.41	0.82
Total Actual Daily Hrs	32.99	4.98	Total Earned Daily Hrs	26.15	3.95
Daily Hours Actual		32.99	Daily Hours Earned		26.15

Current Complement	5	Target Complement	4.22
FTEE Current	1992	FTEE Target	1871
Projected Annual Hrs Actual	9,962	Projected Annual Hrs Earned	7,896
On Duty Required Totals	3.95	Full Time Equiv Employee (Hrs per)	1871
Leave Replacement Totals	0.27	Variance FTEE	0.78
Complement Total	4.22	Complement % Achieved	80.00%

AREA CUSTOMER SERVICE VARIANCE - [913]-SIERRA COASTAL PFC					
CAMBRIA PO - CAMBRIA PO 051184			Variance Date: 02/27/2009		
Analysis Period: 11/22/2008 to 02/20/2009 - Customer Service Days: 73			Unit Level: 18 Man Yr: 0 CAG: F		
Benchmark Generation: FY 2008 WK 1 - FY 2008 WK 52		[CAMBRIA PO] CAMBRIA PO			
FTEE COMPLEMENT ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
Full Time Clerk	0	0	0	0	0%
Part Time Flexible Clerk	4	4	5	1	80.00%
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	4	4	5	0.65	87.08%
Full Time Equivalent Hrs	1872	1881	1945		
WORKHOUR ANALYSIS					
<i>Automation/Mechanized (LDC41L-41F)</i>					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
LDC 41 Ltrs Hours	0	0	0	0	0%
LDC 41 Flts Hours	0	0	0	0	0%
Total Auto/Mech Hours	0	0	0	0	0%
<i>Manual (LDC43-44)</i>					
LDC 43L Hours	76	78	61	-17	127.59%
LDC 43F Hours	165	117	124	7	94.02%
LDC 43P Hours	117	136	102	-34	133.16%
LDC 43A Hours	116	127	161	34	79.19%
LDC 43 Total	473	458	448	-10	102.17%
LDC 44 Hours	226	234	274	40	85.40%
Total Manual Hours	699	692	722	30	95.78%
<i>Retail/Admin (LDC 42,45,46,48)</i>					
LDC 42 Hours	6	2	20	18	9.20%
LDC 45 Hours	838	881	1239	358	71.09%

LDC 46 Hours	11	11	13	2	85.00%
LDC 48 Hours	394	395	357	-38	110.53%
Total Retail/Admin Hours	1249	1288	1629	341	79.08%
Total Function Four	1949	1980	2351	371	84.21%
WORKLOAD ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% VARIANCE
LDC 41 TPF Ltrs Vol Pcs	0		0	0	0%
LDC 41 TPF Flts Vol Pcs	0		0	0	0%
Auto/Mech Volume	0		0	0	0%
LDC 43 Dist Vol Ltrs (Ft)	633		653	19	3.07%
LDC 43 Dist Vol Flts (Ft)	1730		1223	-507	-29.33%
LDC 43 Dist Vol PP/Sprs	35351		41153	5802	16.41%
LDC 44 Box Ltrs (Ft)	745		720	-25	-3.35%
LDC 44 Box Flts (Ft)	570		632	62	10.80%
Manual Vol (w/o PP/Sprs)	3678		3228	-450	-12.23%
LDC 45 Transactions	35546		35994	448	1.26%
Retail Transaction Volume	35546		35994	448	1.26%
PRODUCTIVITY ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
LDC 41 Ltr PPH	0	0	0	0	0%
LDC 41 Flt PPH	0	0	0	0	0%
LDC 43 Dist Vol Ltrs FPH	8.39	8.39	10.70	2.31	127.59%
LDC 43 Dist Vol Flts FPH	10.49	10.49	9.86	-0.63	94.02%
LDC 43 Dist PP/Sprs PPH	303	303	403	100	133.00%
LDC 43 Allied Hrs per day	1.59	1.75	2.21	0.46	79.19%
LDC 44 Box L&F FPH	5.81	5.78	4.93	-0.85	85.34%
LDC 45 Min. per Trans	1.41	1.47	2.07	0.60	71.09%
LDC 45 Trans per 1412	176.74		159.97	-16.77	90.51%
UNIT ROUTE AND DELIVERIES ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% VARIANCE
City Routes	1		1	0	0.00%

Rural Routes	6		7	1	16.67%
CDS Routes	0		0	0	0%
POB Equivalent Routes	9		9	0	0.00%
City Deliveries	692		693	1	0.14%
Rural Deliveries	3103		3113	10	0.32%
CDS Deliveries	0		0	0	0%
PO Box Deliveries	1047		1049	2	0.19%
FTES DAILY STAFFING ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	
Clerk/Mailhandler	4.03	4.07	4.83	0.76	

WorkHour Impact Report

Impacted Bid Cluster	CAMBRIA POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	08/15/2009
Period (Dates) of Review Performed	01/19/2008 thru 01/16/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/12/2009
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	160	127	-33	-132	-1716	0	0

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	5	3.1%	-2	0		3	2.4%

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 in this installation.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	5
b. Current Total Non-OverTime CLERK PTFs Hours per Month	640
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-132
d. Number of CLERK PTFs that will have Reduced Hours	1
e. Will there be any CLERK PTFs Excessed from Craft or Installation	YES

If Yes how Many CLERK PTFs 1

f. Provide Narrative Explaining need for Excessing

The workload reduction has resulted in the earned workhours no longer supporting the current level of PTF clerk staffing; therefore it will be necessary to excess up to 1 PTF level 6 clerk from the craft/installation.

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	

There are no TE's at this installation

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
CLERK PTRs	0
e. Provide Narrative Explaining need for Excessing	
There are no PTR's at this installation.	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	0
b. Planned Number of CLERK FTR Positions After Impact	0
c. Estimated Number of CLERK FTR Attrition	0
d. Will there be any CLERK FTRs Excessed from Craft or Installation	NO
If Yes how Many CLERK FTRs	0
e. Provide Narrative Explaining need for Excessing	
There are no FT employees at this installation.	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	0
b. Planned Reduction in Total OT Hours per Month	-8
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	-132
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	508
f. Total FTE Savings	0

CAMBRIA PTF SENIORITY LIST

OFFICE	LAST	FIRST	MI	JOB TITLE	PAY LEVEL	D/A	LDC	OCC CODE	SEN DATE	SEN #	VET PREF
CAMBRIA PO	ROWLETT	BARBARA	A	SALES,SVCS/DISTRIBUTION ASSOC	6	410	48	23200003	2/28/1998	1	N
CAMBRIA PO	PAIZ	SIENNA		SALES,SVCS/DISTRIBUTION ASSOC	6	410	43	23200003	11/1/2003	1	N
CAMBRIA PO	WEST	ROMAINA	M	SALES,SVCS/DISTRIBUTION ASSOC	6	410	43	23200003	5/29/2004	1	N
CAMBRIA PO	JIMENEZ	JUANITA	J	SALES,SVCS/DISTRIBUTION ASSOC	6	410	43	23200003	4/16/2005	1	N
CAMBRIA PO	DEMINSKI JR	LEE	D	SALES,SVCS/DISTRIBUTION ASSOC	6	410	48	23200003	5/28/2005	1	N

Function 4 Scheduling & Staffing Review

Facility Name: CAMBRIA CA		51-1164
A	FTES Variance in F4 (13 Weeks): 0.86	
B	FTEE Variance in F4 (13 Weeks): 0.75	
C	FTEE Benchmark Full Time Equivalent Emp: 4	
D	FTEE Earned Full Time Equivalent Emp: 4	
E	FTEE Actual Full Time Equivalent Emp: 5	
F	FTEE Actual Full Time Equivalent Hrs: 1945	
G	Actual LDC 43 Dist Vol Ltrs (Ft): 598	
H	Actual LDC 43 Dist Vol Fts (Ft): 1091	
I	Total Number of Routes (City, CDS, and Rural): 8	
J	Total PO Box Equivalent Routes (Boxes/500): 2	
K	Hours worked by carriers in F4: 0	
L	Overtime hours in F4: 25	
M	Clerk PTFs On-Rolls: 5	
N	PTF hours in F4: 1531.00	
O	Total Daily Opportunity Hours: 5.70	A x 6.6225
P	Daily average hours worked by carriers in F4: 0.00	K + 13 + 6
Q	Daily average OT hours in F4: 0.32	L + 13 + 6
R	Daily average PTF hours in F4: 19.63	N + 13 + 6
S	Daily avg PTF hours guaranteed: 10.83	M x 13 + 6
T	Daily Short-Term Opportunity Savings: 5.70	P + Q + (R · S)
U	Daily Long-Term Opportunity Savings: 0.00	O - T
W	F4 Manual Daily Opportunity Hours: 0	20% FLTS/ 5% LTRS
W	Daily Letters per Route (ft): 0.77	G / 13 / 6 / (I + J)
X	Daily Flats per Route: 1.40	H / 13 / 6 / (I + J)