

AREA CUSTOMER SERVICE VARIANCE - [913]-SIERRA COASTAL PFC					
CARPINTERIA PO - CARPINTERIA PO 051332			Variance Date: 02/27/2009		
Analysis Period: 11/22/2008 to 02/20/2009 - Customer Service Days: 73			Unit Level: 20 Man Yr: 0 CAG: D		
Benchmark Generation: FY 2008 WK 1 - FY 2008 WK 52		[CARPINTERIA PO] CARPINTERIA PO			▼
FTEE COMPLEMENT ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
Full Time Clerk	0	0	1	1	0%
Part Time Flexible Clerk	5	5	5	0	100.00%
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	5	5	6	1.47	75.49%
Full Time Equivalent Hrs	1870	1879	1412		
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 Fits Hours	0	0	0	0	0%
Total Auto/Mech Hours	0	0	0	0	0%
<i>Manual (LDC43-44)</i>					
LDC 43L Hours	73	34	67	33	50.48%
LDC 43F Hours	107	32	75	43	42.24%
LDC 43P Hours	131	119	83	-36	143.21%
LDC 43A Hours	180	180	214	34	84.18%
LDC 43 Total	492	364	439	75	83.03%
LDC 44 Hours	180	157	151	-6	103.97%
Total Manual Hours	671	521	590	69	88.37%
<i>Retail/Admin (LDC 42,45,46,48)</i>					
LDC 42 Hours	102	14	14	0	100.00%
LDC 45 Hours	910	992	961	-31	103.18%

LDC 46 Hours	11	11	17	6	65.00%
LDC 48 Hours	518	519	466	-53	111.31%
Total Retail/Admin Hours	1541	1535	1458	-77	105.30%
Total Function Four	2212	2057	2048	-9	100.43%
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)	615		284	-331	- 53.87%
LDC 43 Dist Vol Flts (Ft)	1119		332	-786	- 70.30%
LDC 43 Dist Vol PP/Sprs	39818		36015	-3803	- 9.55%
LDC 44 Box Ltrs (Ft)	737		658	-79	- 10.75%
LDC 44 Box Flts (Ft)	328		297	-31	- 9.58%
Manual Vol (w/o PP/Sprs)	2799		1571	-1228	- 43.87%
LDC 45 Transactions	39015		41646	2631	6.74%
Retail Transaction Volume	39015		41646	2631	6.74%
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	4.23	- 4.15	50.48%
LDC 43 Dist Vol Flts FPH	10.49	10.49	4.43	- 6.06	42.24%
LDC 43 Dist PP/Sprs PPH	303	303	434	131	143.23%
LDC 43 Allied Hrs per day	2.47	2.47	2.93	0.46	84.18%
LDC 44 Box L&F FPH	5.93	6.09	6.32	0.24	103.91%
LDC 45 Min. per Trans	1.40	1.43	1.38	- 0.04	103.18%
LDC 45 Trans per 1412	179.14		165.92	- 13.22	92.62%
UNIT ROUTE AND DELIVERIES ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% VARIANCE
City Routes	8		8	0	0.00%

Rural Routes	2		2	0	0.00%
CDS Routes	0		0	0	0%
POB Equivalent Routes	9		9	0	0.00%
City Deliveries	5868		5879	11	0.19%
Rural Deliveries	1073		1075	2	0.19%
CDS Deliveries	0		0	0	0%
PO Box Deliveries	1129		1129	0	0.00%
FTES DAILY STAFFING ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	
Clerk/Mailhandler	4.58	4.24	4.24	0.00	

CUSTOMER SERVICE VARIANCE - CLERK/MAILHANDLER COMPLEMENT						
Delivery Days: 302		CARPINTERIA PO - CARPINTERIA PO 051332			DATE :02/27/2009	
Leave Replacement Calculation						
Leave Type	Hrs Per Day	Leave %	Formula	Employees Eamed		
Annual Leave	28	14.00%	(CSV Avg Daily Hours x 14.00% x (8 day wk/40 hr WHwk))=	0.60	Clerk/MH(s)	
Sick Leave	28	3.50%	(CSV Avg Daily Hours x 3.50% x (8 day wk/40 hr WHwk))=	0.15	Clerk/MH(s)	
LWOP	28	1.00%	(CSV Avg Daily Hours x 1.00% x (8 day wk/40 hr WHwk))=	0.04	Clerk/MH(s)	
(Subtract Overtime)	28	12.00%	(CSV Avg Daily Hours x 12.00% x (8 day wk/40 hr WHwk))=	0.51	Clerk/MH(s)	
Net Total		6.50%	Leave/OT Replacement Needs >>>>	0.28	Clerk/MH(s)	
			Replacement for Replacement >>>>	0.02	Clerk/MH(s)	
			Total Leave Replacement >>>>	0.30	Clerk/MH(s)	
Man Year (0 < 100, 1 100-199, 2 => 200)		0		Current Ratio FT/PT	17%	83%
				Target Ratio FT/PT	0%	100%
Current on Rolls			Eamed Complement			
Full Time Clerk			1	Full Time Clerk	0	
Part Time Flexible Clerk			5	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			6	Total F4 Eamed	5	
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)	0.89	0.14		LDC 42 Clerk/MH(s)	0.89	0.14
LDC 43 Clerk/MH(s)	6.22	0.94		LDC 43 Clerk/MH(s)	5.60	0.85
LDC 44 Clerk/MH(s)	2.17	0.33		LDC 44 Clerk/MH(s)	2.24	0.34
LDC 45 Clerk/MH(s)	13.80	2.09		LDC 45 Clerk/MH(s)	12.34	1.86
LDC 46 Clerk/MH(s)	0.20	0.03		LDC 46 Clerk/MH(s)	0.17	0.03
LDC 48 Clerk/MH(s)	5.50	0.83		LDC 48 Clerk/MH(s)	7.14	1.08
Total Actual Daily Hrs	28.77	4.36		Total Eamed Daily Hrs	28.39	4.29
Daily Hours Actual			28.77	Daily Hours Eamed	28.39	

Current Complement	6	Target Complement	4.58
FTEE Current	1448	FTEE Target	1871
Projected Annual Hrs Actual	8,690	Projected Annual Hrs Earned	8,573
On Duty Required Totals	4.29	Full Time Equiv Employee (Hrs per)	1871
Leave Replacement Totals	0.30	Variance FTEE	1.42
Complement Total	4.58	Complement % Achieved	83.33%

WorkHour Impact Report

Impacted Bid Cluster	CARPINTERIA 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	200	166	-34	-136	-1768	-1	1820

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	0	0%	0	0		0	0%

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	660
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	- 136
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	1
b. Planned Number of CLERK FTR Positions After Impact	1
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	
FT clerk staffing will not be changed.	

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	0
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	-136
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	664
f. Total FTE Savings	-1

CARPENTERIA PTF SENIORITY LIST

OFFICE	LAST	FIRST	MI	JOB TITLE	PAY LEVEL	D/A	LDC	OCC CODE	SEN DATE	SEN #	VET PEF
CARPINTERIA PO	ORNELAS	LUPE	M	DIST WINDOW CLK	6	410	43	234002XX	12/7/1985	1	Y
CARPINTERIA PO	NEVINS	SANG	A	DIST WINDOW CLK	6	410	43	234002XX	2/4/1996	1	N
CARPINTERIA PO	BROWN	DEBORAH	L	DIST WINDOW CLK	6	410	43	234002XX	9/20/1998	1	N
CARPINTERIA PO	HAMILTON	DIANA	L	SALES,SVCS/DISTRIBUTION ASSOC	6	410	43	23200003	4/14/2006	1	N
CARPINTERIA PO	HENRY	DELLA	R	SALES,SVCS/DISTRIBUTION ASSOC	6	410	45	23200003	3/15/2008	1	N

Function 4 Scheduling & Staffing Review

	Facility Name: CARPINTERIA CA	51-1332
A	FTEES Variance in F4 (13 Weeks): 0.01	
B	FTEE Variance in F4 (13 Weeks): 1.46	
C	FTEE Benchmark Full Time Equivalent Emp: 5	
D	FTEE Earned Full Time Equivalent Emp: 5	
E	FTEE Actual Full Time Equivalent Emp: 6	
F	FTEE Actual Full Time Equivalent Hrs: 1415	
G	Actual LDC 43 Dist Vol Ltrs (Ft): 281	
H	Actual LDC 43 Dist Vol Flts (Ft): 320	
I	Total Number of Routes (City, CDS, and Rural): 10	
J	Total PO Box Equivalent Routes (Boxes/500): 2	
K	Hours worked by carriers in F4: 0	
L	Overtime hours in F4: 8	
M	Clerk PTFs On-Rolls: 5	
N	PTF hours in F4: 2184.00	
O	Total Daily Opportunity Hours: 0.07	A x 6.6225
P	Daily average hours worked by carriers in F4: 0.00	K + 13 + 8
Q	Daily average OT hours in F4: 0.10	L + 13 + 6
R	Daily average PTF hours in F4: 28.00	N + 13 + 6
S	Daily avg PTF hours guaranteed: 10.83	M x 13 + 8
T	Daily Short-Term Opportunity Savings: 0.07	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): 0.30	G / 13 / 6 / (I + J)
X	Daily Flats per Route: 0.34	H / 13 / 6 / (I + J)
