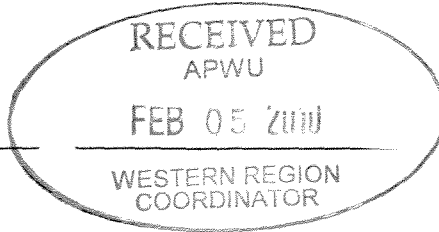


MANAGER, LABOR RELATIONS
PACIFIC AREA



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

February 1, 2010, 2:00 PM

Omar Gonzalez
Western Regional Coordinator, APWU
500 Airport Blvd. #460
Burlingame, CA 94010

Omar M. Gonzalez, Coordinator

This is to advise you of the intent of the Bay Valley District to utilize the provisions of Article 12.5.C.5 of the National Agreement to involuntarily reassign up to eight (8) full-time custodians from the craft and/or installation. The specifics as to the offices and the number to be excessed from each are set forth below:

DISTRICT	OFFICE	NUMBER OF IMPACTED EMPLOYEES
BAY VALLEY	BERKELEY	1
	FAIRFIELD	1
	HAYWARD	1
	NEWARK	1
	PLEASANTON	1
	PITTSBURG	1
	UNION CITY	2
TOTAL		8

The basis for this action is an updated work load credit and staffing review.

The impacted custodians will be advised of their involuntary reassignments by separate letter. The final placement date would not normally occur before August 1, 2010; however, it may be necessary to move employees prior to that date based on the loss of workload and the financials of the Postal Service. It may also be necessary to utilize the provisions of Article 7 to detail some or all of the impacted clerks in order to provide them with a work opportunity.

By copy of this letter, we will begin withholding up to eight (8) full-time residual assignments in the mail handler and custodial crafts in plants and post offices within a 150 mile radius of the impacted offices.

Attached is a copy of the Automated Impact Statement and the relevant operational data that which supports the need to excess. We have also included a list of the eight (8) junior fulltime custodians. We are placing this impact package on the agenda for our meeting the week of February 3, 2010.

Mike Thomas

Attachments

cc: Area Manager, Operations Support ✓
Area manager, Finance ✓
Area Manager, Human Resources ✓

11255 RANCHO CARMEL DR. RM. 227
SAN DIEGO, CA 92197-4400
PHONE: 858-674-3180
FAX: 858-674-3131

WorkHour Impact Report

Impacted Bid Cluster	BERKELEY POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	06/05/2010
Period (Dates) of Review Performed	11/22/2008 thru 12/04/2009
Report Prepared By	Yolanda Garcia-Martinez
Report Prepared Date	01/28/2010
Reviewed By	Richard Blancas
Phone	(510) 874-8282

WorkHour Impact Report

Craft = MAINTENANCE

	A	B	C	D	E	F	G
	Current Average Weekly Hrs	Planned Weekly Hrs	Weekly Hrs Savings	Monthly Savings	Annual Work Hours Savings	Annual FTE Savings	Current FTE Yearly Hr Rate
Total	306	276	-30	-120	-1560	-1	1612

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 MAINTENANCE Casuals on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE Casuals Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE Casuals Hours per Month 0
- d. Number of MAINTENANCE Casuals that will have Reduced Hours 0
- e. Number of MAINTENANCE Casuals that will be Terminated 0
- f. Number of MAINTENANCE Casuals Remaining After Impact 0
- g. Provide Narrative Justifying need for Remaining MAINTENANCE Casuals
There are no casuals in the custodial craft

Part Time Flexible (PTFs)

- a. Current Number of MAINTENANCE PTFs on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE PTFs Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE PTFs Hours per Month 0
- d. Number of MAINTENANCE PTFs that will have Reduced Hours 0
- e. Will there be any MAINTENANCE PTFs Excessed from Craft or Installation NO
If Yes how Many MAINTENANCE PTFs 0
- f. Provide Narrative Explaining need for Excessing
There are no PTF's in the custodial craft

Transitional Employees (TEs)

- a. Current Number of MAINTENANCE TEs on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE TE Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE TE Hours per Month 0
- d. Number of MAINTENANCE TEs that will have Reduced Hours 0
- e. Number of MAINTENANCE TEs that will be Terminated 0
- f. Number of MAINTENANCE TEs Remaining After Impact 0
- g. Provide Narrative Justifying need for Remaining MAINTENANCE TEs
TE's are not authorized

WorkHour Impact Report

Part Time Regular (PTRs)

- | | |
|---|----|
| a. Current Number of MAINTENANCE PTRs on Rolls | 0 |
| b. Planned Number of MAINTENANCE PTR Positions after Impact | 0 |
| c. Estimated Number of MAINTENANCE PTR Attrition | 0 |
| d. Will there be any MAINTENANCE PTRs Excessed from Craft or Installation | NO |
| MAINTENANCE PTRs | 0 |
| e. Provide Narrative Explaining need for Excessing | |
| There are no PTR's in the custodial craft in this office | |

Full Time Regular (FTRs)

- | | |
|---|-----|
| a. Current Number of MAINTENANCE FTRs on Rolls | 10 |
| b. Planned Number of MAINTENANCE FTR Positions After Impact | 9 |
| c. Estimated Number of MAINTENANCE FTR Attrition | 0 |
| d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation | YES |
| If Yes how Many MAINTENANCE FTRs | 1 |
| e. Provide Narrative Explaining need for Excessing | |

An updated work load credit and staffing review resulted in a need to excess up to one full-time custodian from the craft and/or installation

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-120
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. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	1104
f. Total FTE Savings	-1

WorkHour Impact Report

Impacted Bid Cluster	FAIRFIELD POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	06/05/2010
Period (Dates) of Review Performed	11/22/2008 thru 12/04/2009
Report Prepared By	Yolanda Garcia-Martinez
Report Prepared Date	01/28/2010
Reviewed By	Richard Blancas
Phone	(510) 874-8282

WorkHour Impact Report

Craft = MAINTENANCE

	A	B	C	D	E	F	G
	Current Average Weekly Hrs	Planned Weekly Hrs	Weekly Hrs Savings	Monthly Savings	Annual Work Hours Savings	Annual FTE Savings	Current FTE Yearly Hr Rate
Total	68	34	-34	-136	-1768	-1	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	0	0%	0	0		0	0%

WorkHour Impact Report

Casuals

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

There are no casuals in the custodial craft in this office

Part Time Flexible (PTFs)

- a. Current Number of MAINTENANCE PTFs on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE PTFs Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE PTFs Hours per Month 0
- d. Number of MAINTENANCE PTFs that will have Reduced Hours 0
- e. Will there be any MAINTENANCE PTFs Excessed from Craft or Installation NO
- If Yes how Many MAINTENANCE PTFs 0
- f. Provide Narrative Explaining need for Excessing

There are no PTF's in the custodial craft in this office

Transitional Employees (TEs)

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

TE are not authorized in the custodial craft

WorkHour Impact Report

Part Time Regular (PTRs)

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

Full Time Regular (FTRs)

- | | |
|---|-----|
| a. Current Number of MAINTENANCE FTRs on Rolls | 2 |
| b. Planned Number of MAINTENANCE FTR Positions After Impact | 1 |
| c. Estimated Number of MAINTENANCE FTR Attrition | 0 |
| d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation | YES |
| If Yes how Many MAINTENANCE FTRs | 1 |
| e. Provide Narrative Explaining need for Excessing | |
| An updated work load credit and staffing review resultedf in a need to excess up to one custoidan from the craft/installation | |

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-136
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. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	136
f. Total FTE Savings	-1

WorkHour Impact Report

Impacted Bid Cluster	HAYWARD POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	06/05/2010
Period (Dates) of Review Performed	11/22/2008 thru 12/04/2009
Report Prepared By	Yolanda Garcia-Martinez
Report Prepared Date	01/28/2010
Reviewed By	Richard Blancas
Phone	(510) 874-8282

WorkHour Impact Report

Craft = MAINTENANCE

	A	B	C	D	E	F	G
	Current Average Weekly Hrs	Planned Weekly Hrs	Weekly Hrs Savings	Monthly Savings	Annual Work Hours Savings	Annual FTE Savings	Current FTE Yearly Hr Rate
Total	252	216	-36	-144	-1872	-1	1872

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

There are no casuals in the custodial craft in this office

Part Time Flexible (PTFs)

- a. Current Number of MAINTENANCE PTFs on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE PTFs Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE PTFs Hours per Month 0
- d. Number of MAINTENANCE PTFs that will have Reduced Hours 0
- e. Will there be any MAINTENANCE PTFs Excessed from Craft or Installation NO
- If Yes how Many MAINTENANCE PTFs 0
- f. Provide Narrative Explaining need for Excessing

There are no PTF's in the custodial craft

Transitional Employees (TEs)

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

TE's are not authorized for the custodial craft

WorkHour Impact Report

Part Time Regular (PTRs)

- | | |
|---|----|
| a. Current Number of MAINTENANCE PTRs on Rolls | 0 |
| b. Planned Number of MAINTENANCE PTR Positions after Impact | 0 |
| c. Estimated Number of MAINTENANCE PTR Attrition | 0 |
| d. Will there be any MAINTENANCE PTRs Excessed from Craft or Installation | NO |
| MAINTENANCE PTRs | 0 |
| e. Provide Narrative Explaining need for Excessing | |
| There are no PTR's in the custodial craft in this office | |

Full Time Regular (FTRs)

- | | |
|--|-----|
| a. Current Number of MAINTENANCE FTRs on Rolls | 7 |
| b. Planned Number of MAINTENANCE FTR Positions After Impact | 6 |
| c. Estimated Number of MAINTENANCE FTR Attrition | 0 |
| d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation | YES |
| If Yes how Many MAINTENANCE FTRs | 1 |
| e. Provide Narrative Explaining need for Excessing | |
| An review and update of the workload credit and staffing at the Hayward office resulted in a need to excess one Ft custodian | |

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-144
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. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	864
f. Total FTE Savings	-1

WorkHour Impact Report

Impacted Bid Cluster	NEWARK POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	06/05/2010
Period (Dates) of Review Performed	12/06/2008 thru 12/04/2009
Report Prepared By	Yolanda Garcia-Martinez
Report Prepared Date	01/28/2010
Reviewed By	Richard Blancas
Phone	(510) 874-8282

WorkHour Impact Report

Craft = MAINTENANCE

	A	B	C	D	E	F	G
	Current Average Weekly Hrs	Planned Weekly Hrs	Weekly Hrs Savings	Monthly Savings	Annual Work Hours Savings	Annual FTE Savings	Current FTE Yearly Hr Rate
Total	72	36	-36	-144	-1872	-1	1872

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

There are nio casuals in the custodial craft in this office

Part Time Flexible (PTFs)

- a. Current Number of MAINTENANCE PTFs on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE PTFs Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE PTFs Hours per Month 0
- d. Number of MAINTENANCE PTFs that will have Reduced Hours 0
- e. Will there be any MAINTENANCE PTFs Excessed from Craft or Installation NO
- If Yes how Many MAINTENANCE PTFs 0
- f. Provide Narrative Explaining need for Excessing

There are no PYF custodians

Transitional Employees (TEs)

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

TE's are not authorized in the custodial craft

WorkHour Impact Report

Part Time Regular (PTRs)

- | | |
|---|----|
| a. Current Number of MAINTENANCE PTRs on Rolls | 0 |
| b. Planned Number of MAINTENANCE PTR Positions after Impact | 0 |
| c. Estimated Number of MAINTENANCE PTR Attrition | 0 |
| d. Will there be any MAINTENANCE PTRs Excessed from Craft or Installation | NO |
| MAINTENANCE PTRs | 0 |
| e. Provide Narrative Explaining need for Excessing | |
| There are no PTR's in the custodial craft in this office | |

Full Time Regular (FTRs)

- | | |
|--|-----|
| a. Current Number of MAINTENANCE FTRs on Rolls | 2 |
| b. Planned Number of MAINTENANCE FTR Positions After Impact | 1 |
| c. Estimated Number of MAINTENANCE FTR Attrition | 0 |
| d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation | YES |
| If Yes how Many MAINTENANCE FTRs | 1 |
| e. Provide Narrative Explaining need for Excessing | |
| An updated workload credit and staffing review resulted in a need to excess one custodian from the craft and/or installation | |

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-144
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. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	144
f. Total FTE Savings	-1

WorkHour Impact Report

Impacted Bid Cluster	PLEASANTON POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	06/05/2010
Period (Dates) of Review Performed	11/22/2008 thru 12/04/2009
Report Prepared By	Yolanda Garcia-Martinez
Report Prepared Date	01/28/2010
Reviewed By	Richard Blancas
Phone	(510) 874-8282

WorkHour Impact Report

Craft = MAINTENANCE

	A	B	C	D	E	F	G
	Current Average Weekly Hrs	Planned Weekly Hrs	Weekly Hrs Savings	Monthly Savings	Annual Work Hours Savings	Annual FTE Savings	Current FTE Yearly Hr Rate
Total	124	94	-30	-120	-1560	-1	1612

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

There are no casuals in the maintenance craft in this office

Part Time Flexible (PTFs)

a. Current Number of MAINTENANCE PTFs on Rolls	0
b. Current Total Non-OverTime MAINTENANCE PTFs Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE PTFs Hours per Month	0
d. Number of MAINTENANCE PTFs that will have Reduced Hours	0
e. Will there be any MAINTENANCE PTFs Excessed from Craft or Installation	NO
If Yes how Many MAINTENANCE PTFs	0
f. Provide Narrative Explaining need for Excessing	

There are no PTF's in the custodial; craft

Transitional Employees (TEs)

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

TE's are not authorized in the custodial craft/

WorkHour Impact Report

Part Time Regular (PTRs)

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

Full Time Regular (FTRs)

a. Current Number of MAINTENANCE FTRs on Rolls	4
b. Planned Number of MAINTENANCE FTR Positions After Impact	3
c. Estimated Number of MAINTENANCE FTR Attrition	0
d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation	YES
If Yes how Many MAINTENANCE FTRs	1
e. Provide Narrative Explaining need for Excessing	

A review and update of the workload credit and custodial requirements at this office resulted in a need to excess up to 1 full-time custodian from the craft and installation.

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-120
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. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	376
f. Total FTE Savings	-1

WorkHour Impact Report

Impacted Bid Cluster	PITTSBURG POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	06/05/2010
Period (Dates) of Review Performed	11/22/2008 thru 12/04/2009
Report Prepared By	Yolanda Garcia-Martinez
Report Prepared Date	01/28/2010
Reviewed By	Richard Blancas
Phone	(510) 874-8282

WorkHour Impact Report

Craft = MAINTENANCE

	A	B	C	D	E	F	G
	Current Average Weekly Hrs	Planned Weekly Hrs	Weekly Hrs Savings	Monthly Savings	Annual Work Hours Savings	Annual FTE Savings	Current FTE Yearly Hr Rate
Total	72	36	-36	-144	-1872	-1	1872

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

Part Time Flexible (PTFs)

a. Current Number of MAINTENANCE PTFs on Rolls	0
b. Current Total Non-OverTime MAINTENANCE PTFs Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE PTFs Hours per Month	0
d. Number of MAINTENANCE PTFs that will have Reduced Hours	0
e. Will there be any MAINTENANCE PTFs Excessed from Craft or Installation	NO
If Yes how Many MAINTENANCE PTFs	0
f. Provide Narrative Explaining need for Excessing	

Transitional Employees (TEs)

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

WorkHour Impact Report

Part Time Regular (PTRs)

- | | |
|---|----|
| a. Current Number of MAINTENANCE PTRs on Rolls | 0 |
| b. Planned Number of MAINTENANCE PTR Positions after Impact | 0 |
| c. Estimated Number of MAINTENANCE PTR Attrition | 0 |
| d. Will there be any MAINTENANCE PTRs Excessed from Craft or Installation | NO |
| MAINTENANCE PTRs | 0 |
| e. Provide Narrative Explaining need for Excessing | |

Full Time Regular (FTRs)

- | | |
|---|----|
| a. Current Number of MAINTENANCE FTRs on Rolls | 2 |
| b. Planned Number of MAINTENANCE FTR Positions After Impact | 2 |
| c. Estimated Number of MAINTENANCE FTR Attrition | 0 |
| d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation | NO |
| If Yes how Many MAINTENANCE FTRs | 0 |
| e. Provide Narrative Explaining need for Excessing | |

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-144
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. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	144
f. Total FTE Savings	-1

WorkHour Impact Report

Impacted Bid Cluster	UNION CITY POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	06/05/2010
Period (Dates) of Review Performed	11/22/2008 thru 12/04/2009
Report Prepared By	Yolanda Garcia-Martinez
Report Prepared Date	01/28/2010
Reviewed By	Richard Blancas
Phone	(510) 874-8282

WorkHour Impact Report

Craft = MAINTENANCE

	A	B	C	D	E	F	G
	Current Average Weekly Hrs	Planned Weekly Hrs	Weekly Hrs Savings	Monthly Savings	Annual Work Hours Savings	Annual FTE Savings	Current FTE Yearly Hr Rate
Total	108	36	-72	-288	-3744	-2	1872

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 MAINTENANCE Casuals on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE Casuals Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE Casuals Hours per Month 0
- d. Number of MAINTENANCE Casuals that will have Reduced Hours 0
- e. Number of MAINTENANCE Casuals that will be Terminated 0
- f. Number of MAINTENANCE Casuals Remaining After Impact 0
- g. Provide Narrative Justifying need for Remaining MAINTENANCE Casuals
There are no casuals in the custodial craft in this office

Part Time Flexible (PTFs)

- a. Current Number of MAINTENANCE PTFs on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE PTFs Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE PTFs Hours per Month 0
- d. Number of MAINTENANCE PTFs that will have Reduced Hours 0
- e. Will there be any MAINTENANCE PTFs Excessed from Craft or Installation NO
If Yes how Many MAINTENANCE PTFs 0
- f. Provide Narrative Explaining need for Excessing
There are no PTFs in the custodial craft

Transitional Employees (TEs)

- a. Current Number of MAINTENANCE TEs on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE TE Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE TE Hours per Month 0
- d. Number of MAINTENANCE TEs that will have Reduced Hours 0
- e. Number of MAINTENANCE TEs that will be Terminated 0
- f. Number of MAINTENANCE TEs Remaining After Impact 0
- g. Provide Narrative Justifying need for Remaining MAINTENANCE TEs
TE's are not authorized in the custodial craft

WorkHour Impact Report

Part Time Regular (PTRs)

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

Full Time Regular (FTRs)

a. Current Number of MAINTENANCE FTRs on Rolls	3
b. Planned Number of MAINTENANCE FTR Positions After Impact	1
c. Estimated Number of MAINTENANCE FTR Attrition	0
d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation	YES
If Yes how Many MAINTENANCE FTRs	2
e. Provide Narrative Explaining need for Excessing	
An updated work load credit and staffing review of custodiial requirements revealed a need to excess 2 full-time custodians from the craft and/or installation	

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-288
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. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	144
f. Total FTE Savings	-2

Bay Valley North and South eMS47 Custodian Staffing

AQ / Station	Zip Code	4852		Employee @ 1768	Current On Role				Authorized		Sq Ft Calc 10 c + Contract	SoC
		Line H Total WH	Line L Total Empl		FTR	PTR						
Pleasant Hill FMO												
Alameda MPD	94501	6470.77	3.68	3.68	1	0	0470.8	3.7	1	1	Staff	S
East Gate Station	94501	60.06	0.03	0.03							Contract Eligible	C
Park Station	94501	201.35	0.15	0.15							Contract Eligible	C
Wester Station	94501	622.00	0.39	0.39							Contract Eligible	C
Aviano PD	94507	1287.75	0.73	0.73							Contract Eligible	C
Antioch MPD	94509	3749.37	2.13	2.13	2	0	3749.2	2.1	2	0	Staff	S
Riverton Station	94508	670.91	0.35	0.35							Contract Eligible	C
Belthel Island PD	94517	1050.33	0.60	0.60							Contract Eligible	C
Bromwood PD	94513	2853.49	1.82	1.82	2	0	2853.4	1.8	1	1	Staff	S
Rivon MPD	94514	485.36	0.28	0.28							Contract Eligible	C
Discovery Jay Station	94514	1490.55	0.93	0.93							Contract Eligible	C
Carson PD	94516	311.10	0.18	0.18							Contract Eligible	C
Clayton PD	94517	1838.79	0.93	0.93	1	0	1838.8	0.9	0	0	Contract Eligible	C
Crockett PD	94525	514.47	0.29	0.29							Contract Eligible	C
Darville MPD	94526	4295.01	2.44	2.44	1	0	4295.0	2.4	2	0	Staff	S
Darville Square Station	94526	594.20	0.29	0.29							Contract Eligible	C
Dixie PD	94526	305.55	0.17	0.17							Contract Eligible	C
El Cerrito NIX	94530	890.10	0.51	0.51	1	0	890.2	0.5	0	0	Contract Eligible	C
El Cerrito Carrier Annex	94530	804.44	0.45	0.45							Contract Eligible	C
Fairmont Station	94530	507.55	0.29	0.29							Contract Eligible	C
Knighton PD	94548	185.28	0.11	0.11							Contract Eligible	C
Lafayette MPD	94549	888.99	0.51	0.51							Contract Eligible	C
Lafayette Carrier Annex	94549	1288.20	1.10	1.10	1	0	1288.2	1.1	1	0	Staff	S
Livermore MPD	94550	2481.90	1.42	1.42	1	0	2481.9	1.4	1	0	Staff	S
Livermore Carrier Annex	94550	393.10	2.25	2.25	0	0	393.2	2.3	2	0	Staff	S
Maraga MPD	94556	2041.40	1.16	1.16	2	0	2041.4	1.2	1	0	Staff	S
Country Club Station	94556	868.53	0.40	0.40							Contract Eligible	C
Saint Mary's Station	94558	85.87	0.04	0.04							University Cust	L

P. 10F9

U.S. POSTAL SERVICE WORKLOAD ANALYSIS AND SUMMARY				POST OFFICE BRENTWOOD MPO 18 OAK ST. CA, 94513-8986			GROSS INTERIOR AREA 17,258		EXTERIOR PAVED 73,345		EXTERIOR UNPAVED 33,657			
Line No	JOB REQUIREMENT (A)	Operation (B)	UNIT OF MEASURE (C)	MINUTES PER SQ. FT OR UNIT (D)	WEEKLY QUANTITY (E)	WEEKLY MINS. (F)	Line No	JOB REQUIREMENT (G)	Operation (H)	UNIT OF MEASURE (I)	MINUTES PER SQ. FT OR UNIT (J)	QTY (K)	Frequency (L)	ANNUAL MINS. (M)
32	SUBTOTAL				1440.00									
(D) WORK HOUR CALCULATIONS (F)														
A	MULTIPLY TOTAL LINE 22 BY 52 WEEKS			100,826.20		MINS/YR								
B	ENTER TOTAL FROM LINE 24			55,872.52		MINS/YR								
C	TOTAL LINE A AND B			156,698.72		MINS/YR								
D	DIVIDE LINE C BY 60 MIN			2,611.64		W/HYR								
E	MULTIPLY LINE D BY % (TRG)			25.10		H/YR								
F	MULTIPLY LINE D BY % (BREAKS)			183.12		H/YR								
G	MULTIPLY LINE D BY % (WASH UPS)			54.29		H/YR								
H	TOTAL LINE D + E + F + G			2,953.49		W/HYR								
J	DIVIDE LINE H BY 52			56.79		W/K HRS/WK								
K	DIVIDE LINE H BY 1780			1.66		WORK YRS								
L	TOTAL EMPLOYEES			1.62			24	SUBTOTAL				33,672.52		

REVIEWED BY: *[Signature]* DATE: 11-14-08 APPROVED BY: *[Signature]* DATE: 11/14/08

MSC MGR./OR. PLANT MAINTENANCE MSC MANAGER/POST MASTER-BMC MANAGER

PS Form 4852 NOV-08-08 11:16 AM MS4300.pdf - eMS-47 ver.1.0

P. 2 OF 9

U.S. POSTAL SERVICE WORKLOAD ANALYSIS AND SUMMARY	POST OFFICE	CONCORD MO	GROSS INTERIOR AREA	64,278
	STATE AND ZIP CODE	2121 MERIDIAN PARK BLVD	EXTERIOR PAVED	183,055
	UNIT	CA, 84620-0898	EXTERIOR UNPAVED	18,550

Line No	JOB REQUIREMENT	Operation	UNIT OF MEASURE	MINUTES PER SQ. FT. OR UNIT	WEEKLY QUANTITY	WEEKLY MINS.	Line No	JOB REQUIREMENT	Operation	UNIT OF MEASURE	MINUTES PER SQ. FT. OR UNIT	QTY	Frequency	ANNUAL MINS.
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	

32	SUBTOTAL	→		272,408.48
(Q) WORK HOUR CALCULATIONS (P)				
A	MULTI TOTAL LINE 32 BY 82 WEEKS			272,408.48 MIN/YR
B	ENTER TOTAL FROM LINE 74			118,180.73 MIN/YR
C	TOTAL LINE A and B			390,589.21 MIN/YR
D	DIVIDE LINE C BY 40.56 H			9,630.40 W/WYR
E	MULTI LINE D BY % (TRG)			65.00 H/YR
F	MULTI LINE D BY % (BREAKS)			408.04 H/YR
G	MULTI LINE D BY % (WASH UPS)			126.40 H/YR
H	TOTAL LINE D = E + F + G			7,164.73 W/WYR
	DIVIDE LINE H BY 52			137.78 W/KR/52WK
	DIVIDE LINE H BY 1760			4.04 WORK YRS
	TOTAL EMPLOYEES			4.04

74	SUBTOTAL	→		118,180.73
----	----------	---	--	------------

BY:  DATE: 11-13-08 APPROVED BY:  DATE: 11/16/08
 DIR, PLANT MAINTENANCE MSC MANAGER/POST MASTER - BMC MANAGER
 852 OCT-06-00 02:43 PM MS4300.rtf -- sMS-47 ver.1.0

P.30F9

U.S. POSTAL SERVICE WORKLOAD ANALYSIS AND SUMMARY	POST OFFICE	FAIRFIELD MPO	GROSS INTERIOR AREA	17,702
	STATE AND ZIP CODE	600 KENTUCKY ST.	EXTERIOR PAVED	64,056
	UNIT	CA, 94533-9956	EXTERIOR UNPAVED	24,234

Line No	JOB REQUIRMENT	Operation	UNIT OF MEASURE	MINUTES PER SQ.FT OR UNIT	WEEKLY QUANTITY	WEEKLY MINS.	Line No	JOB REQUIRMENT	Operation	UNIT OF MEASURE	MINUTES PER SQ.FT OR UNIT	QTY	Frequency	ANNUAL MINS.
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	

22 SUBTOTAL 2,069.88

(G) WORK HOUR CALCULATIONS (F)	
A. MULT. TOTAL LINE 22 BY 52 WEEKS	107,530.82 MIN/HR
B. ENTER TOTAL FROM LINE 11	51,548.11 MIN/HR
C. TOTAL LINE A and B	159,078.93 MIN/HR
D. DIVIDE LINE C BY 60MIN	2,651.31 W/HR
E. MULT. LINE D BY % (80%)	2121.05 W/HR
F. MULT. LINE E BY % (BREAKS)	198.12 W/HR
G. MULT. LINE E BY % (WASH UPS)	95.29 W/HR
H. TOTAL LINE E + F + G	2,314.46 W/HR
I. DIVIDE LINE H BY 52	44.51 W/HR
J. DIVIDE LINE H BY 1280	1.85 WORK VRS
L. TOTAL EMPLOYEES	1.85

71 SUBTOTAL 57,966.31

REVIEWED BY: *[Signature]* DATE: 11-13-09 APPROVED BY: *[Signature]* DATE: 11-26-09
 MSC MGR, DIR. PLANT MAINTENANCE MSC MANAGER, POST MASTER - BMC MANAGER
 PS Form 4852 OCT-07-08 04:19 PM MS4300.pdf -- eMS-47 ver.1.0

P. 4 of 9

U.S. POSTAL SERVICE WORKLOAD ANALYSIS AND SUMMARY	POST OFFICE	HAYWARD MPO	GROSS INTERIOR AREA	64,132
	STATE AND ZIP CODE	24438 SANTA CLARA ST	EXTERIOR PAVED	93,980
	UNIT	CA 94544-9998	EXTERIOR UNPAVED	14,958

Line No	JOB REQUIREMENT (A)	Operation (B)	UNIT OF MEASURE (C)	MINUTES PER SQ.FT. OR UNIT (D)	WEEKLY QUANTITY (E)	WEEKLY MINS. (F)	Line No	JOB REQUIREMENT (G)	Operation (H)	UNIT OF MEASURE (I)	MINUTES PER SQ.FT. OR UNIT (J)	QTY (L)	Frequency (M)	ANNUAL MINS. (N)

32 SUBTOTAL \longrightarrow 5,282.04

(O) WORK HOUR CALCULATIONS		(P)
A	MULTIPLY LINE F BY 52 WEEKS	274,326.50 MIN/YR
B	ENTER TOTAL FROM LINE 73	108,294.47 MIN/YR
C	TOTAL LINE A AND B	382,620.97 MIN/YR
D	DIVIDE LINE C BY 60 MIN	6,377.02 H/YR
E	MULTIPLY LINE D BY % (ORG)	63.87 H/YR
F	MULTIPLY LINE D BY % (BREAKS)	299.18 H/YR
G	MULTIPLY LINE D BY % (WASH UPS)	192.85 H/YR
H	TOTAL LINE D + E + F + G	6,969.73 H/YR
J	DIVIDE LINE H BY 52	134.23 WK. HR/WK
K	DIVIDE LINE J BY 1740	3.97 WORK YRS
L	TOTAL EMPLOYEES	3.97

73 SUBTOTAL \longrightarrow 108,294.47

REVIEWED BY: *[Signature]*
MPC MGR, DIR, PLANT MAINTENANCE
PS Form 4852 OCT-03-08 7x27 PM

DATE 11-15-08

APPROVED BY: *[Signature]*
MPC MANAGER/POSTMASTER - MPC MANAGER

DATE 11/18/08

P. 5 OF 9

U.S. POSTAL SERVICE				POST OFFICE NEWARK MPO				GROSS INTERIOR AREA 17,785						
WORKLOAD ANALYSIS AND SUMMARY				STATE AND ZIP CODE 8855 CLARK AVE				EXTERIOR PAVED 104,808						
				UNIT CA 04580-0828				EXTERIOR UNPAVED 17,280						
Line No	JOB REQUIREMENT	Operation	UNIT OF MEASURE	MINUTES PER SQ. FT OR UNIT	WEEKLY QUANTITY	WEEKLY MINS.	Line No	JOB REQUIREMENT	Operation	UNIT OF MEASURE	MINUTES PER SQ. FT OR UNIT	QTY	Frequency	ANNUAL MINS.
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	
32	SUBTOTAL				1,782.84									
(O) WORK HOUR CALCULATIONS (P)														
A	MULTI TOTAL LINE 32 BY 52 WEEKS			52,007.81		MIN/YR								
B	ENTER LOCAL FROM LINE 73			51,228.30		MIN/YR								
C	TOTAL LINE A and B			104,236.81		MIN/YR								
D	DIVIDE LINE C BY 48 HRS			2,192.28		WEEKLY								
E	MULT. LINE D BY % (TRG)			26.67		HYR								
F	MULT. LINE D BY % (BREAKS)			180.45		HYR								
G	MULT. LINE D BY % (WASH UPS)			53.40		HYR								
H	TOTAL LINE D + E + F + G			2,406.79		WEEKLY								
I	DIVIDE LINE H BY 52			46.28		WEEKLY								
J	DIVIDE LINE H BY 1750			1.38		WORK YRS								
K	TOTAL EMPLOYEES			1.09			73	SUBTOTAL				31,238.30		

REVIEWED BY: *[Signature]*
 MSC MGR, OR, PLN MAINTENANCE

DATE: 11-15-08

APPROVED BY: *[Signature]*
 MSC MANAGER/POST MASTER-BMC MANAGER

DATE: 11/17/08

MS4300.rdf - eMS-47 ver.1.0

P. 70F9

U.S. POSTAL SERVICE WORKLOAD ANALYSIS AND SUMMARY				POST OFFICE PLEASANTON MPO STATE AND ZIP CODE 4300 BLACK AVE UNIT CA, 94586-8988				GROSS INTERIOR AREA 30,080 EXTERIOR PAVED 117,825 EXTERIOR UNPAVED 11,152						
Line No	JOB REQUIREMENT (A)	Operation (B)	UNIT OF MEASURE (C)	MINUTES PER SQ.FT OR UNIT (D)	WEEKLY QUANTITY (E)	WEEKLY MINS. (F)	Line No	JOB REQUIREMENT (G)	Operation (H)	UNIT OF MEASURE (I)	MINUTES PER SQ.FT OR UNIT (J)	QTY (L)	Frequency (M)	ANNUAL MINS. (N)
32	SUBTOTAL				3,004.12									
(O) WORK HOUR CALCULATIONS (P)														
A	MULTIPLY LINE 32 BY 52 WEEKS			157,774.24	MINYR									
B	ENTER TOTAL FROM LINE 32			72,258.56	MINYR									
C	TOTAL LINE A and B			230,032.78	MINYR									
D	DIVIDE LINE C BY 60 MIN			3,833.88	WHR									
E	MULTI LINE D BY % (TRG)			38.34	HVR									
F	MULTI LINE D BY % (BREAKS)			238.62	HVR									
G	MULTI LINE D BY % (WASH UPS)			78.74	HVR									
H	TOTAL LINE D - E + F + G			4,191.58	WHR									
J	DIVIDE LINE H BY 52			80.81	WK HR/WK									
K	DIVIDE LINE H BY 1780			2.38	WORK YRS									
L	TOTAL EMPLOYEES			2.38			72	SUBTOTAL				72,258.56		
REVIEWED BY: <i>[Signature]</i> DATE: 11/18/08 MSC MGR, DSL PLANT MAINTENANCE APPROVED BY: <i>[Signature]</i> DATE: 11/18/08 MSC MANAGER/POSTMASTER-IMC MANAGER PS Form 4852 NOV-05-08 08-01 AM MS4300.pdf -- eMS-47 ver.1.0														

P. 80F9

**U.S. POSTAL SERVICE
WORKLOAD
ANALYSIS AND SUMMARY**

POST OFFICE SAN LEANDRO MPO
STATE AND ZIP CODE 1777 ABRAM CT
UNIT CA 94577-9886

GROSS INTERIOR AREA 29,853
EXTERIOR PAVED 81,052
EXTERIOR UNPAVED 4,935

Line No	JOB REQUIREMENT (A)	Operation (B)	UNIT OF MEASURE (C)	MINUTES PER SQ. FT OR UNIT (D)	WEEKLY QUANTITY (E)	WEEKLY MINS. (F)	Line No	JOB REQUIREMENT (G)	Operation (H)	UNIT OF MEASURE (I)	MINUTES PER SQ. FT OR UNIT (K)	QTY (L)	Frequency (M)	ANNUAL MINS. (N)

32	SUBTOTAL	2,812.58	
(C) WORK HOUR CALCULATIONS (M)			
A	MULTIPLY TOTAL LINE 32 BY 52 WEEKS	189,414.13	MIN/YR
B	ENTER TOTAL FROM LINE 78	80,873.98	MIN/YR
C	TOTAL LINE A MIN B	221,288.13	MIN/YR
D	DIVIDE LINE C BY 60 MIN	3,688.80	WH/YR
E	MULTIPLY LINE D BY % (REG)	38.33	HR
F	MULTIPLY LINE D BY % (BREAKS)	240.83	HR
G	MULTIPLY LINE D BY % (WASH UPS)	85.18	HR
H	TOTAL LINE D + E + F + G	4,214.45	WH/YR
J	DIVIDE LINE H BY 52	81.05	WH/BREAK
K	DIVIDE LINE H BY 1760	2.39	WORK YRS
L	TOTAL EMPLOYEES	2.39	

77 SUBTOTAL 80,873.98

REVIEWED BY: *[Signature]* DATE: 11-14-08
 BSC MGR, OIL PLANT MAINTENANCE
 PS Form 4852 NOV-13-08 0851 AM

APPROVED BY: *[Signature]* DATE: 11/14/08
 BSC MANAGER/POST MASTER-BMC MANAGER
 MS4300.rtf - eMS-47 ver.1.0

P.90F9

U.S. POSTAL SERVICE WORKLOAD ANALYSIS AND SUMMARY				POST OFFICE UNION CITY MPO			GROSS INTERIOR AREA 19,156								
				STATE AND ZIP CODE 33170 ALVARADO NILES RD			EXTERIOR PAVED 85,444								
				UNIT CA 94687-9998			EXTERIOR UNPAVED 12,209								
Line No	JOB REQUIREMENT	Operation	UNIT OF MEASURE	MINUTES PER SQ. FT OR UNIT	WEEKLY QUANTITY	WEEKLY MINS.	Line No	JOB REQUIREMENT	Operation	UNIT OF MEASURE	MINUTES PER SQ. FT OR UNIT	QTY	Frequency	ANNUAL MINS.	
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	
					32 SUBTOTAL → 1,957.17										
(O) WORK HOUR CALCULATIONS (P)															
A	MULTI TOTAL LINE 22 BY 52 WEEKS			101,773.00		MIN/YR									
B	ENTER TOTAL FROM LINE 73			13,728.88		MIN/YR									
C	TOTAL LINE A and B			115,501.88		MIN/YR									
D	DIVIDE LINE C BY 60 MIN			2,581.68		HR/YR									
E	MULT. LINE D BY % (TRG)			25.82		HR									
F	MULT. LINE D BY % (BREAKS)			181.88		HR									
G	MULT. LINE D BY % (WASH UPS)			83.91		HR									
H	TOTAL LINE D + E + F + G			2,853.48		HR/YR									
J	DIVIDE LINE H BY 62			54.49		WORKERS									
K	DIVIDE LINE K BY 1.80			1.81		WORK YRS									
L	TOTAL EMPLOYEES			1.81			73 SUBTOTAL →					33,728.88			

REVIEWED BY: D. L. L...
 MSC MGR, DR. PLANT MAINTENANCE
 PS Form 4852 NOV-12-08 10:16 AM

DATE: 11-18-08

APPROVED BY: [Signature]
 MSC MANAGER/POST MASTER-SEC MANAGER

DATE: 11-17-08

MS4300.rtf -- eMS-47 ver.1.0

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	D/A	FUNC	LDC	HCES ORG ID	SEN DATE	SEN #
50642	BERKELEY PO	MCLENDON	DEANNA		3015534	95476293	LABORER CUSTODIAL	166	3B	38	2113		
50642	BERKELEY PO	MACAPINLAC	MENARDO	M	3029311	95686054	LABORER CUSTODIAL	166	3B	38	2122	7/6/1996	1
50642	BERKELEY PO	MCRAE	DWIGHT	B	3180699	95826948	LABORER CUSTODIAL	166	3B	38	2113	4/16/1983	1
50642	BERKELEY PO	JONES	GREGORY	B	3211425	95691985	LABORER CUSTODIAL	166	3B	38	2122	3/31/1984	1
50642	BERKELEY PO	JEFFERSON	GEARY		3215621	95555041	LABORER CUSTODIAL	166	3B	38	2122	10/26/1996	1
50642	BERKELEY PO	OSBEY	TONY		3366873	95581391	LABORER CUSTODIAL	166	3B	38	2122	1/1/2000	1
50643	BER-DDU	BYRDSONG	PHIIP		3171588	95564420	LABORER CUSTODIAL	166	3B	38	20040050	12/20/1999	1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	D/A	FUNC	LDC	HCES ORG ID	SEN DATE	SEN #	SEN DATE CRAFT
52580	FAIRFIELD PO	MARTINEZ	GEORGE		4048583	70153189	LABORER CUSTODIAL	166	3B	38	2488	1/5/2008	9	1/5/2008
52580	FAIRFIELD PO	HATLEY	MURIEL	G	3263329	95648356	LABORER CUSTODIAL	166	3B	38	2489	8/25/1979	1	8/25/1979

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	D/A	FUNC	LDC	HCES ORG ID	SEN DATE	SEN #
53336	HAYWARD PO	THANG	LE	C	3090513	95554101	LABORER CUSTODIAL	166	3B	38	2663	12/24/2005	7
53336	HAYWARD PO	QUINTANILLA	MILTON	J	3290841	95879154	LABORER CUSTODIAL	166	3B	38	2663	1/18/1982	6
53336	HAYWARD PO	SWAIN	KIRK	R	3346490	95612295	LABORER CUSTODIAL	166	3B	38	2663	6/4/1988	2
53336	HAYWARD PO	JENKINS JR	LOUIS		3380473	95518645	LABORER CUSTODIAL	166	3B	38	2663	12/23/1995	5
53336	HAYWARD PO	DELROSARIO	HENRY	G	3404705	95523271	LABORER CUSTODIAL	166	3B	38	2663	5/10/1986	1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	D/A	FUNC	LDC	HCES ORG ID	SEN DATE	SEN #
55340	NEWARK PO	REYES	FEDERICO	J	3211042	95808826	LABORER CUSTODIAL	166	3B	38	3148	6/28/1986	1
55340	NEWARK PO	ORAYE	JAIME		3656790	95752361	LABORER CUSTODIAL	166	3B	38	3148	4/17/2006	1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	D/A	FUNC	LDC	HCES ORG ID	SEN DATE	SEN #
56084	PITTSBURG PO	MARIANO	BENJAMIN	P	3245075	95582231	LABORER CUSTODIAL	166	3B	38	3384	2/24/2001	1
56084	PITTSBURG PO	STREATER	ROBERT		4021204	70067141	LABORER CUSTODIAL	166	3B	38	3383	10/27/2007	1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	D/A	FUNC	LDC	HGES ORG ID	SEN DATE	SEN #
56138	PLEASANTON PO	SMITH	WILLIAM	L	3568315	95511215	LABORER CUSTODIAL	166	3B	38	3396	2/19/2005	2
56138	PLEASANTON PO	ANASARIAS	VIRGIL		3617183	95733475	LABORER CUSTODIAL	166	3B	38	3396	8/4/2007	1
56138	PLEASANTON PO	ROMERO	ANGEL	F	3093390	95702298	LABORER CUSTODIAL	166	3B	38	3396	8/18/2007	1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	D/A	FUNC	LDC	HCES ORG ID	SEN DATE	SEN #
58026	UNION CITY PO	MARIN	RICHARD	R	3000413	95852506	LABORER CUSTODIAL	166	3B	38	4107	9/23/2000	1
58026	UNION CITY PO	MARTINEZ	JORGE	N	3067862	95852739	LABORER CUSTODIAL	166	3B	38	4107	1/23/1993	1
58026	UNION CITY PO	BREVARD	LE GRANDE		3656792	95506410	LABORER CUSTODIAL	166	3B	38	4107		