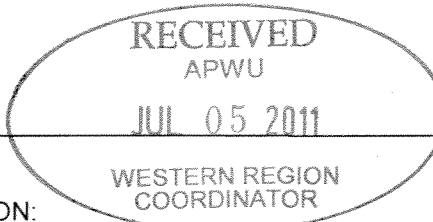


MANAGER, LABOR RELATIONS
Pacific Area



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

June 30, 2011

DEL CON:

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

Omar Gonzalez
Western Regional Coordinator, APWU
1350 Old Bayshore HWY. Suite 360
Burlingame, CA 94010

Omar M. Gonzalez, Coordinator

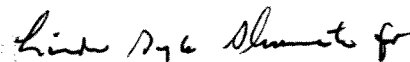
This is to advise you of the intent of the San Francisco District to utilize the provisions of Article 12.5.C.5 of the National Agreement to involuntarily reassign one (1) full-time clerk from the craft and/or installation at the Hoopa Bid Cluster based on a Function 4 Staffing & Scheduling Review. Specifically, the earned workhours and the workload do not support the current on rolls full-time staffing.

The impacted employee will be notified of his/her involuntary reassignment by separate letter. The placement process would not normally begin before December 30, 2011; however, given the loss of workload and the financials of the Postal Service, it may be necessary to begin the placement process earlier than that date. It may also be necessary to utilize the provisions of Article 7.2.B of the National Agreement to provide them with a work opportunity during the notice period.

By copy of this notice, we are authorizing the withholding of one (1) full-time residual assignment in the clerk, carrier, custodial and mail handler crafts in offices and plants within a 50 mile radius of the impacted site.

Attached for your review are copies of the automated impact statement (AIR) for Event 13982, the operational data showing the need to excess, a list of sites where withholding is authorized and a spreadsheet showing with the name of the one (1) impacted junior clerk.

Please add this impact to the agenda for the next meeting.


Jay Roberts
Manager, Labor Relations/A

Attachments

cc: Area Manager, Operations Support
Area Manager, Finance
Area, Manager, Human Resources
District Manager, San Francisco
Area Complement Coordinator with attachments
Manager, Human Resources, San Francisco District with attachments
District Complement Coordinator with attachments
C. Jackson – NALC with attachments
R. Siu – NPMHU with attachments
HRA 1 with attachments
File Copy with attachments

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

HOOPA POST OFFICE

Installation Address

Area Name

PACIFIC

Impact Type

Reduction Other Than by Attrition

Date of Impact

12/30/2011

Period (Dates) of Review Performed

06/20/2009 thru 06/18/2010

Report Prepared By

Jose Nuno

Report Prepared Date

06/27/2011

Reviewed By

Rosemarie Fernandez

Phone

(415) 550-5591

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	57	22	-35	-140	-1820	-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 office

Part Time Flexible (PTFs)

- | | |
|---|----|
| a. Current Number of CLERK PTFs on Rolls | 1 |
| b. Current Total Non-OverTime CLERK PTFs Hours per Month | 88 |
| 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

The one PTF in the office is only working 22 hours per week. Reduction of PTF hours will not save the full-time clerk

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 in the clerk craft in field offices.

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 in this office | |

Full Time Regular (FTRs)

- | | |
|---|-----|
| a. Current Number of CLERK FTRs on Rolls | 1 |
| 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 | YES |
| If Yes how Many CLERK FTRs | 1 |
| e. Provide Narrative Explaining need for Excessing | |

A staffing and scheduling review has resulted in a need to excess one full-time clerk from the craft and/or installation based on the earned workhours and loss of workload.

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-140
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	88
f. Total FTE Savings	-1

HOOPA PO

RESULTS

- No changes

-

Other Impacts or Savings:

Pre-Consolidated Totals by Office or Section

Office or Section	Total	FTR	PTR	PTF	SDO S/S	SDO Rotating	Split Days Off
HOOPA PO	2	1	0	1	0	0	

Post Consolidated Totals by Office or Section

Office or Section	Total	FTR	PTR	PTF	SDO S/S	SDO Rotating	Split Days Off
HOOPA PO	2	1	0	1	1	0	

Office: **HOOPA PO**Date: **Current Complement:**

Full Time	PTR	PTF		Casuals	Clerks with NO Bids	Number of Clerks	Bids with Consecutive Days S/S or S/M	Unchanged bids	New or Reposted bids including converted PTFs
1		1				2	1		

Proposed Complement :

Full Time	PTR	PTF		Casuals	Clerks with NO Bids	Number of Clerks	Bids with Consecutive Days S/S or S/M	Unchanged bids	New or Reposted bids including converted PTFs
1		1				2	1		

Budget:

LDC	2010	2011	2011	CSV	1994 Day	DAY Schedule	ANNUAL CSV	1994 Year	Annual Schedule
	Ytd Actual	YEARLY Budget	DAILY Budget	Annualized CSV Avg Daily Hours	Daily Hours	Plus or Minus RED = Over	Annual CSV Earned (Annualized)	Yearly Hours	Plus or Minus RED = Over
LDC 42			0.00		0.00	0.00	0.00	0.00	0.00
LDC 43			0.00		0.00	0.00	0.00	0.00	0.00
LDC 44			0.00	3.58	3.09	-0.49	1084.74	932.00	-152.74
LDC 45			0.00	6.50	7.04	0.54	1969.50	2125.00	155.50
LDC 46			0.00		0.00	0.00	0.00	0.00	0.00
LDC 48			0.00		1.33	1.33	0.00	401.00	401.00
Sub-Total	0.00	0.00	0.00	10.08	11.45	1.37	3054.24	3458.00	403.76
LDC 33									
LDC 79									
Sub-Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
				DAILY	DAILY	DAILY	YEARLY	YEARLY	
Total	0.00	0.00	0.00	10.08	11.45	1.37	3054.24	3458.00	403.76

ENTER # DAYS OF 13 WEEK PERIOD

77

CSV EARNED - 01/29/2011 TO 04/29/2011

DM Signature: _____

Date: _____

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
53552	HOOPA PO	JORDAN	RONALDA	J	3338557	95845730	SALES,SVCS/DISTRIBUTION ASSOC	6	110	4	47	3/19/1994	1