

Manager, Human Resources
Pacific Area



November 15, 2011

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



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 writ-
ing
 Comments

DEL CON # _____

Omar M. Gonzalez, Coordinator

This is to advise you of the intent of the Sacramento District to utilize the provisions of Article 12.5.C.5 of the National Agreement to involuntarily reassign seven (7) Full-Time Clerks and five (5) Part-Time Flexible Clerks from twelve (12) separate offices from the craft and/or installation. The specifics as to the office and the number of impacted employees are set forth below. The basis for this action is a staffing and scheduling review.

DISTRICT	OFFICE	EVENT #	FT Impact	PTF Impact
Sacramento	Gridley	28264	1	0
	Anderson	28245	1	0
	Biggs	28244	0	1
	Herald	27667	0	1
	Diamond Springs	26825	1	0
	Winton	26824	1	0
	Shingle Springs	25006	1	0
	Sanger	24974	1	0
	Rescue	24973	0	1
	Wheatland	24546	1	0
	Berry Creek	24286	0	1
	Dorris	24267	0	1
TOTALS			7	5

The impacted clerk craft employees will be notified of their involuntary reassignments by separate letter. The placement process would not normally start any sooner than six (6) months from the date of this notice; however, given the loss of workload nationally and the financials of the Postal Service, it may be necessary to start 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 detail some or all of the impacted employees during the notice period.

By copy of this notice, we will withhold up to seven (7) full-time residual assignments and five (5) part-time flexible opportunities in the clerk, carrier, mail handler and custodial craft in post offices and plants within a 50 mile radius of the impacted sites. A copy of the representative list of sites authorized to withhold for this impact is included with this package.

11255 Rancho Carmel Drive
San Diego CA 92197-4400
Phone: 858-674-3180
Fax: 858-674-3181

Manager, Human Resources
Pacific Area

Attached for your review are copies of the automated impact statements (AIR), the operational data supporting the need to excess, and a list of the impacted clerks at each of the offices cited above.

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



Jay Roberts
Manager, Labor Relations

Attachments

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

WorkHour Impact Report

Impacted Bid Cluster	GRIDLEY POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	12/31/2011
Period (Dates) of Review Performed	07/03/2010 thru 07/08/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	Alfred Santos
Phone	(916) 373-8001

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 casual clerks on-rolls.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	2
b. Current Total Non-OverTime CLERK PTFs Hours per Month	232
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

PTF workhours will decrease.

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 clerks on-rolls.

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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 Exceeded from Craft or Installation	NO
CLERK PTRs	0
e. Provide Narrative Explaining need for Excessing	
There are no PTR clerks on-rolls.	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	2
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 Exceeded from Craft or Installation	YES
If Yes how Many CLERK FTRs	1
e. Provide Narrative Explaining need for Excessing	
Due to a current Staffing/Scheduling review, it is necessary to excess 1 FTR clerk from the Gridley PO.	

WorkHour Impact Report

Impacted Bid Cluster	ANDERSON POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	12/31/2011
Period (Dates) of Review Performed	07/03/2010 thru 07/08/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	Alfred Santos
Phone	(916) 373-8001

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 casual clerks on-rolls.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	2
b. Current Total Non-OverTime CLERK PTFs Hours per Month	184
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-8
d. Number of CLERK PTFs that will have Reduced Hours	2
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	

PTF workhours will reduce

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 clerks on-rolls

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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
CLERK PTRs	0
e. Provide Narrative Explaining need for Excessing	

There are no PTR clerks on-rolls.

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	4
b. Planned Number of CLERK FTR Positions After Impact	3
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	

Due to a current staffing/scheduling, it is necessary to excess 1 FTR clerk from the Anderson PO

WorkHour Impact Report

Impacted Bid Cluster	BIGGS POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	12/31/2011
Period (Dates) of Review Performed	07/03/2010 thru 07/08/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	Alfred Santos
Phone	(916) 373-8001

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	

Casual Clerks are not authorized in this office.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	2
b. Current Total Non-OverTime CLERK PTFs Hours per Month	280
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-140
d. Number of CLERK PTFs that will have Reduced Hours	0
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	

Due to a DUO and current SSR, it is necessary to excess 1 PTF clerk from the Biggs PO.

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 clerks on-rolls.

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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 Exceeded from Craft or Installation | NO |
| CLERK PTRs | 0 |

e. Provide Narrative Explaining need for Excessing

There are no PTR clerks on-rolls.

Full Time Regular (FTRs)

- | | |
|---|----|
| a. Current Number of CLERK FTRs on Rolls | |
| b. Planned Number of CLERK FTR Positions After Impact | |
| c. Estimated Number of CLERK FTR Attrition | 0 |
| d. Will there be any CLERK FTRs Exceeded from Craft or Installation | NO |
| If Yes how Many CLERK FTRs | 0 |

e. Provide Narrative Explaining need for Excessing

There are no FTR clkers on-rolls.

WorkHour Impact Report

Impacted Bid Cluster	HERALD POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	11/30/2011
Period (Dates) of Review Performed	06/19/2010 thru 06/24/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	Alfred Santos
Phone	(916) 373-8001

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 casual clerks on-rolls.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	1
b. Current Total Non-OverTime CLERK PTFs Hours per Month	108
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-108
d. Number of CLERK PTFs that will have Reduced Hours	0
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

Due to a current Staffing/Scheduling review, it is necessary to excess 1 PTF clerk from the Herald Post Office.

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 clerks on-rolls.

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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
- CLERK PTRs 0

e. Provide Narrative Explaining need for Excessing

There are no PTR clerks on-rolls.

Full Time Regular (FTRs)

- a. Current Number of CLERK FTRs on Rolls
- b. Planned Number of CLERK FTR Positions After Impact
- 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 clerks on-rolls.

WorkHour Impact Report

Impacted Bid Cluster	DIAMOND SPRINGS POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	11/01/2011
Period (Dates) of Review Performed	05/08/2010 thru 05/13/2011
Report Prepared By	Brandí Jentgen
Report Prepared Date	11/14/2011
Reviewed By	Alfred Santos
Phone	(916) 373-8001

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	
casual Clerks are not authorized	

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	1
b. Current Total Non-OverTime CLERK PTFs Hours per Month	140
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-4
d. Number of CLERK PTFs that will have Reduced Hours	1
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	
PTF workhours will reduce	

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 Clerks are not authorized	

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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 Exceeded from Craft or Installation	NO
CLERK PTRs	0
e. Provide Narrative Explaining need for Excessing	
There are no PTR Clerks on-rolls	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	2
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 Exceeded from Craft or Installation	YES
If Yes how Many CLERK FTRs	1
e. Provide Narrative Explaining need for Excessing	
Due to a current Staffing/Scheduling review, it is necessary to excess 1 FTR Clerk	

WorkHour Impact Report

Impacted Bid Cluster	WINTON POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	11/01/2011
Period (Dates) of Review Performed	05/08/2010 thru 05/13/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	Alfred Santos
Phone	(916) 373-8001

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	

Casual clerks are not authorized.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	2
b. Current Total Non-OverTime CLERK PTFs Hours per Month	256
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-8
d. Number of CLERK PTFs that will have Reduced Hours	2
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	

PTF Clerk hours will reduce.

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 Clerks on-rolls at the Winton PO.

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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 Exceeded from Craft or Installation	NO
CLERK PTRs	0
e. Provide Narrative Explaining need for Excessing	
There are no PTR Clerks on-rolls at the Winton PO.	

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 Exceeded from Craft or Installation	YES
If Yes how Many CLERK FTRs	1
e. Provide Narrative Explaining need for Excessing	
Due to a current Staffing/Scheduling review, it is necessary to excess 1 FTR Clerk.	

WorkHour Impact Report

Impacted Bid Cluster	SHINGLE SPG POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	10/31/2011
Period (Dates) of Review Performed	03/13/2010 thru 03/18/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	Alfred Santos
Phone	(916) 373-8001

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 Casual Clerks on-rolls at this installation.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	0
b. Current Total Non-OverTime CLERK PTFs Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-8
d. Number of CLERK PTFs that will have Reduced Hours	2
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

PTF workhours will be reduced.

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 Clerks on-rolls at this installation.

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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
CLERK PTRs	0

e. Provide Narrative Explaining need for Excessing

There are no PTR Clerks on-rolls at this installation.

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	7
b. Planned Number of CLERK FTR Positions After Impact	6
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

Due to a current Staffing/Scheduling review, it is necessary to excess 1 FTR Clerk from the Shingle Springs PO.

WorkHour Impact Report

Impacted Bid Cluster	SANGER POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	10/31/2011
Period (Dates) of Review Performed	03/13/2010 thru 03/18/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	Alfred Santos
Phone	(916) 373-8001

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 Casual Clerks on-rolls at this installation.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	2
b. Current Total Non-OverTime CLERK PTFs Hours per Month	272
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	

There are only two (2) PTF's and they average 25 hours each, the work cannot be combined.

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.

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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
CLERK PTRs	0

e. Provide Narrative Explaining need for Excessing

There are no PTR Clerks on-rolls at this installation.

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	3
b. Planned Number of CLERK FTR Positions After Impact	2
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

Due to a current Staffing/Scheduling Review of the Sanger Post Office, it is necessary to excess 1 FTR Clerk.

WorkHour Impact Report

Impacted Bid Cluster	RESCUE POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	10/31/2011
Period (Dates) of Review Performed	03/13/2010 thru 03/18/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	Alfred Santos
Phone	(916) 373-8001

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 Casual Clerks on-rolls at this installation.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	1
b. Current Total Non-OverTime CLERK PTFs Hours per Month	116
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-116
d. Number of CLERK PTFs that will have Reduced Hours	0
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

Due to a current staffing/scheduling review, it is necessary to excess 1 PTF Clerk from the Rescue PO.

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 Clerks on-rolls at this installation.

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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
CLERK PTRs	0

e. Provide Narrative Explaining need for Excessing

There are no PTR Clerks on-rolls at this installation.

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	
b. Planned Number of CLERK FTR Positions After Impact	
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 FTR Clerks on-rolls at this installation.

WorkHour Impact Report

Impacted Bid Cluster	WHEATLAND POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	08/01/2011
Period (Dates) of Review Performed	02/27/2010 thru 03/04/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	Alfred Santos
Phone	(916) 373-8001

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	
Casuals are not authorized in the clerk craft	

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	1
b. Current Total Non-OverTime CLERK PTFs Hours per Month	132
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	
PTF workhours will reduce.	

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.	

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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
CLERK PTRs	0

e. Provide Narrative Explaining need for Excessing

There are no PTR clerks on-rolls at the Wheatland Post 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

Due to a current Staffing/Scheduling review, it is necessary to excess 1 FTR Clerk from the Wheatland Post Office.

WorkHour Impact Report

Impacted Bid Cluster	BERRY CREEK POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/01/2011
Period (Dates) of Review Performed	02/13/2010 thru 02/18/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	William Hodson
Phone	(916) 373-8001

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 casual clerks on-rolls at the Berry Creek PO.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	1
b. Current Total Non-OverTime CLERK PTFs Hours per Month	84
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-84
d. Number of CLERK PTFs that will have Reduced Hours	0
e. Will there be any CLERK PTFs Exceeded from Craft or Installation	YES
If Yes how Many CLERK PTFs	1

f. Provide Narrative Explaining need for Excessing

Due to a current Staffing/Scheduling Review of the Berry Creek Post Office, it is necessary to excess 1 Part Time Flexible 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	

There are no TE Clerks on-rolls at the Berry Creek PO.

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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 Exceeded from Craft or Installation | NO |
| CLERK PTRs | 0 |

e. Provide Narrative Explaining need for Excessing

There are no PTR Clerks on-rolls at the Berry Creek PO.

Full Time Regular (FTRs)

- | | |
|---|----|
| a. Current Number of CLERK FTRs on Rolls | |
| b. Planned Number of CLERK FTR Positions After Impact | |
| c. Estimated Number of CLERK FTR Attrition | 0 |
| d. Will there be any CLERK FTRs Exceeded from Craft or Installation | NO |
| If Yes how Many CLERK FTRs | 0 |

e. Provide Narrative Explaining need for Excessing

There are no FTR Clerks on-rolls at the Berry Creek pO.

WorkHour Impact Report

Impacted Bid Cluster	DORRIS POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/01/2011
Period (Dates) of Review Performed	02/13/2010 thru 02/18/2011
Report Prepared By	Brandi Jentgen
Report Prepared Date	11/14/2011
Reviewed By	William Hodson
Phone	(916) 373-8001

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 casual clerks on-rolls at the Dorris PO

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	2
b. Current Total Non-OverTime CLERK PTFs Hours per Month	144
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-72
d. Number of CLERK PTFs that will have Reduced Hours	0
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

Due to a current Staffing/Scheduling Review of the Dorris Post Office, it is necessary to excess 1 Part Time Flexible 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	

There are no TE Clerks on-rolls at the Dorris PO

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	0
b. Current Total Non-OverTime CLERK PSE Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month	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
CLERK PTRs	0
e. Provide Narrative Explaining need for Excessing	
There are no PTR Clerks on-rolls at the Dorris PO	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	
b. Planned Number of CLERK FTR Positions After Impact	
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 FTR clerks on-rolls at the Dorris PO	