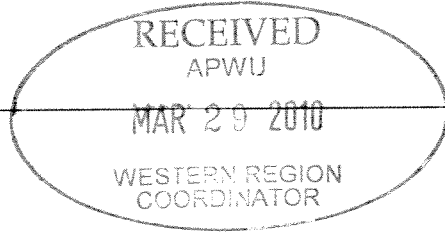


MANAGER, LABOR RELATIONS
PACIFIC AREA



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

March 22, 2010

Omar Gonzalez
Western Regional Coordinator, APWU
500 Airport Blvd. #450
Burlingame, CA 94010

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

Omar M. Gonzalez, Coordinator

This is to advise you of the intent of the San Diego District to utilize the provisions of Article 12.5.C.5 of the National Agreement to involuntarily reassign eleven (11) full-time Level 6 clerks, one (1) part-time regular clerk and five (5) part-time flexible clerks from twelve (12) separate offices from the craft and/or installation. The number of impacted clerks in each of the twelve post offices is set forth below

OFFICE	Ft CLERK IMPACTS	PART-TIME REGULAR IMPACTS	PART TIME FLEXIBLE IMPACTS
Anza	0	0	1
Barstow	2	0	0
Big Bear Lake	2	0	0
Crestline	2	0	0
Encinitas	2	0	0
Idyllwild	0	0	2
Jamul	1	0	0
Loma Linda	1	0	0
Nuevo	0	0	1
Phelan	0	0	1
Temecula	0	1	0
Twenty-nine Palms	1	0	0
TOTALS	11	1	5


The basis for excessing is a staffing review based on earned work hours and workload. The impacted employees will be advised of their involuntary reassignments by separate letter.

The final placement date would normally be no earlier than September 24, 2010; however, based on the financial condition of the Postal Service and available work load, 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 of the National Agreement to detail some or all of the impacted employees earlier than that date.

By copy of this notice, the Pacific Area will begin withholding up to eleven (11) full-time residual assignments, one (1) part-time regular residual assignment and five (5) part-time flexible opportunities in the clerk, carrier, mail handler and custodial crafts in post offices and plants within a 250 mile radius.

Copies of the automated impact statements for each of the twelve (12) offices and copies of the operational data on which the excessing is based are attached. Also attached are copies of the seniority lists for the twelve (12) offices identifying the impacted clerks.

If you wish to meet on this matter, please contact Carol Hunt on or before close of business on April 5, 2010 to schedule a meeting.



Mike Thomas

Attachments

cc: Area Manager, Operations Support
Area Manager, Finance
Area Manager, Human Resources
District Manager, San Diego
Manager, Human Resources – San Diego District with attachments
Area Complement Coordinator with attachments
District Complement Coordinator with attachments
R. Siu – NPMHU with attachments
M. Peralta – NALC with attachments

WorkHour Impact Report

Impacted Bid Cluster	ANZA POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	10/25/2008 thru 10/23/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/19/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

WorkHour Impact Report

Craft = CLERK

	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	102	68	-34	-136	-1768	0	0

OverTime Impact

	Current OT Average Weekly Hrs	Current OT Rate	Planned OT per Week from changes	Additional Planned OT per Week	Percent Planned OT per Week	Planned OT Hours per Week	Planned OT Rate
Total	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	3
b. Current Total Non-OverTime CLERK PTFs Hours per Month	408
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-136
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	

A staffing review resulted in a need to excess one PTF from the craft and/or 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	

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
CLERK PTRs | NO
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 | 1 |
| c. Estimated Number of CLERK FTR Attrition | 0 |
| d. Will there be any CLERK FTRs Excessed from Craft or Installation
If Yes how Many CLERK FTRs | NO
0 |
| e. Provide Narrative Explaining need for Excessing
FT employees are not impacted | |

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	272
f. Total FTE Savings	0

WorkHour Impact Report

Impacted Bid Cluster	BARSTOW POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	09/13/2008 thru 09/25/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/19/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

WorkHour Impact Report

Craft = CLERK

	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	408	338	-70	-280	-3640	-2	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	30	7.4%	-14	0		16	4.7%

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	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 hours are low and no reduction was made since the PTF's work limited hours in a narrow timeframe

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 CLERK PTRs	NO 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	10
b. Planned Number of CLERK FTR Positions After Impact	8
c. Estimated Number of CLERK FTR Attrition	0
d. Will there be any CLERK FTRs Excessed from Craft or Installation If Yes how Many CLERK FTRs	YES 2
e. Provide Narrative Explaining need for Excessing A staffing review has resulted in a need to excess two Ft clerks from the craft and/or installation	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-280
b. Planned Reduction in Total OT Hours per Month	-56
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	1352
f. Total FTE Savings	-2

WorkHour Impact Report

Impacted Bid Cluster	BIG BEAR LAKE POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	10/25/2008 thru 10/23/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/20/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

WorkHour Impact Report

Craft = CLERK

	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	288	204	-84	-336	-4368	-2	1924

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	4	1.4%	0	0		4	2%

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 in the clerk craft	

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	4
b. Current Total Non-OverTime CLERK PTFs Hours per Month	560
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-32
d. Number of CLERK PTFs that will have Reduced Hours	4
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 hours were 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	
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 clerks in this office | |

Full Time Regular (FTRs)

- | | |
|--|-----|
| a. Current Number of CLERK FTRs on Rolls | 4 |
| 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 | 2 |
| e. Provide Narrative Explaining need for Excessing | |
| A staffing review resulted in a need to excess up to 2 FT clerks from the craft and /or installation | |

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-304
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	-32
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	816
f. Total FTE Savings	-2

WorkHour Impact Report

Impacted Bid Cluster	CRESTLINE POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	10/25/2008 thru 10/23/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/19/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

WorkHour Impact Report

Craft = CLERK

	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	355	275	-80	-320	-4160	-2	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	15	4.2%	-4	0		11	4%

WorkHour Impact Report

Casuals

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

There are no casuals in this office

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	5
b. Current Total Non-OverTime CLERK PTFs Hours per Month	720
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-40
d. Number of CLERK PTFs that will have Reduced Hours	5
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 hours were 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	

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 CLERK PTRs	NO 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	5
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 If Yes how Many CLERK FTRs	YES 2
e. Provide Narrative Explaining need for Excessing A staffing and scheduling review resulted in a need to excess 2 FT clerks from the craft and/or installation	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-280
b. Planned Reduction in Total OT Hours per Month	-16
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	-40
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	1100
f. Total FTE Savings	-2

WorkHour Impact Report

Impacted Bid Cluster	ENCINITAS POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	09/13/2008 thru 09/25/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/20/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

WorkHour Impact Report

Craft = CLERK

	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	758	680	-78	-312	-4056	-2	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	32	4.2%	-4	0		28	4.1%

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	5
b. Current Total Non-OverTime CLERK PTFs Hours per Month	720
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-40
d. Number of CLERK PTFs that will have Reduced Hours	5
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 hours were 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	

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 | 17 |
| b. Planned Number of CLERK FTR Positions After Impact | 15 |
| 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 | 2 |
| e. Provide Narrative Explaining need for Excessing | |
| A staffing and scheduling review has resulted in a need to excess up to 2 FT clerks from the craft and/or installation | |

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-272
b. Planned Reduction in Total OT Hours per Month	-16
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	-40
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	2720
f. Total FTE Savings	-2

WorkHour Impact Report

Impacted Bid Cluster	IDYLLWILD POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	10/25/2008 thru 10/23/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/19/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

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	206	136	-70	-280	-3640	-2	1716

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	6	2.9%	-2	0		4	2.9%

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 ar no casuals in this office

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	4
b. Current Total Non-OverTime CLERK PTFs Hours per Month	560
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-280
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	2
f. Provide Narrative Explaining need for Excessing	

A staffing review revealed a need to excess two PTF's from the craft and 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	

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
CLERK PTRs | NO
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 | 2 |
| 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
If Yes how Many CLERK FTRs | NO
0 |
| e. Provide Narrative Explaining need for Excessing
FT clerks are not impacted | |

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	0
b. Planned Reduction in Total OT Hours per Month	-8
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	-280
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	544
f. Total FTE Savings	-2

WorkHour Impact Report

Impacted Bid Cluster	JAMUL POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	10/25/2008 thru 10/23/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/19/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

WorkHour Impact Report

Craft = CLERK

	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	121	67	-54	-216	-2808	-1	1924

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	1
b. Current Total Non-OverTime CLERK Casuals Hours per Month	68
c. Planned Reduction in Total Non-OverTime CLERK Casuals Hours per Month	-68
d. Number of CLERK Casuals that will have Reduced Hours	0
e. Number of CLERK Casuals that will be Terminated	-1
f. Number of CLERK Casuals Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining CLERK Casuals	

The one Casual will be separated

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	1
b. Current Total Non-OverTime CLERK PTFs Hours per Month	120
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 hours showed as 30 per week and work performed was done in a short simultaneous window

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 | 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 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 resulted in a need to excess one FT clerk from the craft and installation | |

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-148
b. Planned Reduction in Total OT Hours per Month	0
c. Planned Reduction in Casual Non-OT Hours per Month	-68
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	268
f. Total FTE Savings	-1

WorkHour Impact Report

Impacted Bid Cluster	LOMA LINDA POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	10/25/2008 thru 10/23/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/20/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

WorkHour Impact Report

Craft = CLERK

	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	136	100	-36	-144	-1872	-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	2	1.5%	-1	0		1	1%

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 in the clerk craft	

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	2
b. Current Total Non-OverTime CLERK PTFs Hours per Month	264
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 hours were 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	
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	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 Excessed from Craft or Installation	YES
If Yes how Many CLERK FTRs	1
e. Provide Narrative Explaining need for Excessing	
A staffing review resulted in a need to excess one FT clerk from the craft and/or installation	

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	-4
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	-4
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	400
f. Total FTE Savings	-1

WorkHour Impact Report

Impacted Bid Cluster	NUEVO POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	10/25/2008 thru 10/23/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/19/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

WorkHour Impact Report

Craft = CLERK

	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	129	98	-31	-124	-1612	-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 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 on this office

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	3
b. Current Total Non-OverTime CLERK PTFs Hours per Month	372
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-124
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

A staffing review showed a need to excess one PTF from the craft and 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	

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 | |

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 clerks are not impacted | |

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	-124
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	392
f. Total FTE Savings	-1

WorkHour Impact Report

Impacted Bid Cluster	PHELAN POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	10/25/2008 thru 10/23/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/19/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

WorkHour Impact Report

Craft = CLERK

	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	233	201	-32	-128	-1664	-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	3	1.3%	-1	0		2	1%

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	4
b. Current Total Non-OverTime CLERK PTFs Hours per Month	512
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	- 128
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	

A staffing and scheduling review resulted in a need to excess one PTF from the craft and/or 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	

TE's are not authorized in the clerk craft

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's in this office | |

Full Time Regular (FTRs)

- | | |
|---|----|
| a. Current Number of CLERK FTRs on Rolls | 3 |
| 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 Exceeded from Craft or Installation | NO |
| If Yes how Many CLERK FTRs | 0 |
| e. Provide Narrative Explaining need for Excessing | |
| Full-time regulars are not impacted | |

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	-4
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	-128
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	804
f. Total FTE Savings	-1

WorkHour Impact Report

Impacted Bid Cluster	TEMECULA POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	08/30/2010
Period (Dates) of Review Performed	10/25/2008 thru 10/23/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/19/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

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	943	888	-55	-220	-2860	-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	68	7.2%	-20.5	0		48	5.3%

WorkHour Impact Report

Casuals

a. Current Number of CLERK Casuals on Rolls	1
b. Current Total Non-OverTime CLERK Casuals Hours per Month	152
c. Planned Reduction in Total Non-OverTime CLERK Casuals Hours per Month	-24
d. Number of CLERK Casuals that will have Reduced Hours	1
e. Number of CLERK Casuals that will be Terminated	0
f. Number of CLERK Casuals Remaining After Impact	1
g. Provide Narrative Justifying need for Remaining CLERK Casuals	

The one casual will work reduced hours and will be used to cover temporary unavailability.

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	8
b. Current Total Non-OverTime CLERK PTFs Hours per Month	1184
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-64
d. Number of CLERK PTFs that will have Reduced Hours	8
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 hours were 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	

TE's are not authorized in the clerk craft in filed offices

WorkHour Impact Report

Part Time Regular (PTRs)

a. Current Number of CLERK PTRs on Rolls	1
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	YES
CLERK PTRs	1
e. Provide Narrative Explaining need for Excessing	
A staffing and scheduling review resulted in a need to excess one PTR from the craft and/or installation	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	16
b. Planned Number of CLERK FTR Positions After Impact	16
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	
No full-time employees are impacted	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-132
b. Planned Reduction in Total OT Hours per Month	-82
c. Planned Reduction in Casual Non-OT Hours per Month	-24
d. Planned Reduction in PTF Non-OT Hours per Month	-64
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	3552
f. Total FTE Savings	-2

WorkHour Impact Report

Impacted Bid Cluster	TWENTYNINE PALMS POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/20/2010
Period (Dates) of Review Performed	09/13/2008 thru 09/25/2009
Report Prepared By	Linda Shumate
Report Prepared Date	03/19/2010
Reviewed By	Dallas Keck
Phone	(858) 674-0301

WorkHour Impact Report

Craft = CLERK

	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	213	-39	-156	-2028	-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	6	2.4%	-2.6	0		3	1.6%

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	3
b. Current Total Non-OverTime CLERK PTFs Hours per Month	432
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-12
d. Number of CLERK PTFs that will have Reduced Hours	3
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 hours were 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	
TE's are not authorized in field offices in the clerk craft	

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 CLERK PTRs	NO 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	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 If Yes how Many CLERK FTRs	YES 1
e. Provide Narrative Explaining need for Excessing A staffing review resulted in a need to excess one FT Clerk from the craft and/or installation	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-144
b. Planned Reduction in Total OT Hours per Month	-10
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	-12
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	852
f. Total FTE Savings	-1