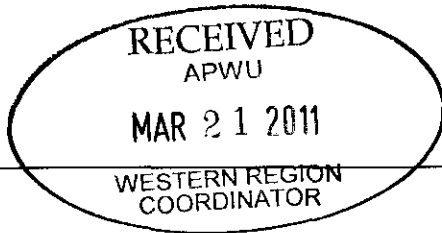


MANAGER, HUMAN RESOURCES
PACIFIC AREA



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

March 17, 2011

DEL CON:

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

Omar M. Gonzalez, Coordinator

This is to advise you of the intent of the Santa Ana District to utilize the provisions of Article 12.5.C.5 of the National Agreement to involuntarily reassign five (5) Laborer Custodials from the Santa Ana bid installation (Event 22683). The basis of this action is a workload analysis and review utilizing the 4852 Workload and Analysis.

The impacted employees will be notified of their involuntary reassignments by separate letter. The placement process would normally not begin before September 20, 2011; however, the loss of workload nationally and the financials of the Postal Service may make it necessary to begin the placement process in advance of that date. It may also be necessary to utilize the provisions of Article 7.2.B of the National Agreement to detail the impacted employees during the notice period in order to provide them with a work opportunity.

By copy of this notice, we are authorizing the withholding of one (5) full-time residual assignments in the custodial or mail handler craft in plants and post offices within a 900 mile radius of the impacted site.

Attached for your review are copies of the automated impact statement (AIR), the operational data supporting the need to excess, a list of the sites within the 900 mile radius at which withholding has been authorized and a list identifying the junior impacted Laborer Custodial employees.

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

Bridget Reinhold
Bridget Reinhold
Manager, Labor Relations/A

Attachments

- cc: Area Manager, Operations Support
- Area Manager, Finance
- Area, Manager, Human Resources
- District Manager, Santa Ana
- Area Complement Coordinator with attachments
- Manager, Human Resources, Santa Ana with attachments
- District Complement Coordinator with attachments
- C. Jackson – NALC with attachments
- R. Siu – NPMHU with attachments
- HRA 1 with attachments
- HRA 2 with attachments

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



March 17, 2011

DEL CON: _____

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


This is to advise you of the intent of the Santa Ana District to utilize the provisions of Article 12.5.C.5 of the National Agreement to involuntarily reassign five (5) Laborer Custodials from the Santa Ana bid installation (Event 22683). The basis of this action is a workload analysis and review utilizing the 4852 Workload and Analysis.

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Bridget Reinhold
Manager, Labor Relations/A

Attachments

cc: Area Manager, Operations Support
Area Manager, Finance
Area, Manager, Human Resources
District Manager, Santa Ana
Area Complement Coordinator with attachments
Manager, Human Resources, Santa Ana with attachments
District Complement Coordinator with attachments
C. Jackson – NALC with attachments
R. Siu – NPMHU with attachments
HRA 1 with attachments
HRA 2 with attachments

WorkHour Impact Report

Impacted Bid Cluster	SANTA ANA POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	06/03/2011
Period (Dates) of Review Performed	11/21/2009 thru 12/03/2010
Report Prepared By	Joseph Badalewski
Report Prepared Date	03/16/2011
Reviewed By	Gerard Ahern
Phone	(714) 662-6300

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	6167	5987	-180	-720	-9360	-5	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	171	2.8%	-23.36	0		148	2.5%

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.

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 Maintenance craft in the bid installation.

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

TEs are not authorized in the maintenance 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 Maintenance craft in the bid installation.	

Full Time Regular (FTRs)

a. Current Number of MAINTENANCE FTRs on Rolls	174
b. Planned Number of MAINTENANCE FTR Positions After Impact	169
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	5
e. Provide Narrative Explaining need for Excessing	

A review and analysis of the data resulted in a need to excess 5 FT custodians from the craft and/or installation. The earned workhours do not support the current career staffing.

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-720
b. Planned Reduction in Total OT Hours per Month	-93
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	23948
f. Total FTE Savings	-5

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

32 SUBTOTAL \longrightarrow 50,287.28

(C) WORK-HOUR CALCULATIONS		(F)	
A	MULTI. TOTAL LINE 32 BY 52 WEEKS	2,042,837.63	MINYR
B	ENTER TOTAL FROM LINE 32	445,924.12	MINYR
C	TOTAL LINE A and B	2,488,861.75	MINYR
D	DIVIDE LINE C BY 60 MIN	41,481.03	WHPYR
E	MULTI. LINE D BY % (TRG)	414.81	HYR
F	MULTI. LINE D BY % (BREAKS)	2,592.58	HYR
G	MULTI. LINE D BY % (WASH UPS)	862.81	HYR
H	TOTAL LINE D + E + F + G	45,351.21	WHPYR
J	DIVIDE LINE H BY 52	872.14	WK HRSWK
K	DIVIDE LINE H BY 1760	25.8	WORK YRS
L	TOTAL EMPLOYEES	258	

80 SUBTOTAL \longrightarrow 448,924.12

REVIEWED BY: 
 MSG MGR, DIR, PLANT MAINTENANCE

DATE: 8/10/2010

APPROVED BY: 
 MSC MANAGER/POST MASTER - BMC MANAGER

DATE: _____

GROSS INTERIOR AREA 112,683
 EXTERIOR PAVED 187,391
 EXTERIOR UNPAVED 19,174

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 \longrightarrow 11,514.01

(C) WORK HOUR CALCULATIONS (P)

A	MULTI.TOTAL LINE 32 BY 52 WEEKS	588,728.44	MINYR
B	ENTER TOTAL FROM LINE 74	181,132.86	MINYR
C	TOTAL LINE A and B	759,861.09	MINYR
D	DIVIDE LINE C BY 80 MIN	12,864.36	WHYR
E	MULTI. LINE D BY % (TRG)	128.64	HYR
F	MULTI. LINE D BY % (BREAKS)	791.52	HYR
G	MULTI. LINE D BY % (WASH UPS)	263.42	HYR
H	TOTAL LINE D * E + F + G	13,845.94	WHYR
J	DIVIDE LINE H BY 52	266.27	WK HRSWK
K	DIVIDE LINE H BY 1760	7.9	WORK YRS
L	TOTAL EMPLOYEES	79	

74 SUBTOTAL \longrightarrow 181,132.86

REVIEWED BY: *[Signature]*
 MSC MGR. DIR. PLANT MAINTENANCE
 DATE: 8/10/2010

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

GROSS INTERIOR AREA 10,381

EXTERIOR PAVED 54,648

EXTERIOR UNPAVED 3,583

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

32 SUBTOTAL \longrightarrow 1,028.32

(C)	WORK HOUR CALCULATIONS		(F)
A	MULTI. TOTAL LINE 32 BY 52 WEEKS	54,828.87	MIN/YR
B	ENTER TOTAL FROM LINE 73	33,290.65	MIN/YR
C	TOTAL LINE A and B	88,218.51	MIN/YR
D	DIVIDE LINE C BY 60 MIN	1,470.33	W/FYR
E	MULTI. LINE D BY % (TRG)	14.70	H/YR
F	MULTI. LINE D BY % (BREAKS)	91.90	H/YR
G	MULTI. LINE D BY % (WASH UPS)	30.58	H/YR
H	TOTAL LINE D + E + F + G	1,607.51	W/FYR
J	DIVIDE LINE H BY 52	30.91	WK HRS/WK
K	DIVIDE LINE H BY 1760	0.9	WORK YRS
L	TOTAL EMPLOYEES	30.91	

73 SUBTOTAL \longrightarrow 33,290.65

REVIEWED BY: *[Signature]* DATE: 8/10/2010

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

CROSS INTERIOR AREA 5,959

INTERIOR PAVED 18,533

INTERIOR UNPAVED 246

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 \rightarrow 82.00

(C) WORK HOUR CALCULATIONS (P)

A	MULTI. TOTAL LINE 32 BY 52 WEEKS	31,350.73	MINYR
B	ENTER TOTAL FROM LINE 71	20,175.90	MINYR
C	TOTAL LINE A and B	51,526.63	MINYR
D	DIVIDE LINE C BY 60 MIN	858.78	WHYR
E	MULTI. LINE D BY % (TRG)	0.00	HYR
F	MULTI. LINE D BY % (BREAKS)	0.00	HYR
G	MULTI. LINE D BY % (WASH UPS)	0.00	HYR
H	TOTAL LINE D + E + F + G	858.78	WHYR
J	DIVIDE LINE H BY 52	16.51	WK HRSWK
K	DIVIDE LINE H BY 1760	0.5	WORK YRS
L	TOTAL EMPLOYEES	82	

71 SUBTOTAL \rightarrow 20,175.90

REVIEWED BY: *[Signature]* DATE: 8/10/2010
 MSC MGR. DIR. PLANT MAINTENANCE
 APPROVED BY: *[Signature]* DATE: _____
 MSC MANAGER/POST MASTER - BMC MANAGER
 PS Form 4852 JUL-05-10 02:24 PM MS4300.rdf -- eMS-47 ver. 1.0

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

32	SUBTOTAL →	1,708.14
(C) WORK HOUR CALCULATIONS (P)		
A	MULTI TOTAL LINE 32 BY 52 WEEKS	80,743.23 MINYR
B	ENTER TOTAL FROM LINE 76	40,008.53 MINYR
C	TOTAL LINE A and B	100,752.77 MINYR
D	DIVIDE LINE C BY 60 MIN	1,679.21 WHYR
E	MULTI LINE D BY % (TRG)	16.79 HYR
F	MULTI LINE D BY % (BREAKS)	104.95 HYR
G	MULTI LINE D BY % (WASH UPS)	34.93 HYR
H	TOTAL LINE D + E + F + G	1,835.88 WHYR
J	DIVIDE LINE H BY 52	35.31 WK HRSWK
K	DIVIDE LINE H BY 1760	1.0 WORK YRS
L	TOTAL EMPLOYEES	1.0

75	SUBTOTAL →	46,008.63
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Line No	JOB REQUIRMENT (A)	Operation (B)	UNIT OF MEASURE (C)	MINUTES PER SQ.FT OR UNIT (D)	WEEKLY QUANTITY (E)	WEEKLY MINS. (F)	Line No	JOB REQUIRMENT (G)	Operation (H)	UNIT OF MEASURE (J)	MINUTES PER SQ.FT OR UNIT (K)	QTY (L)	Frequency (M)	ANNUAL MINS. (N)

32 SUBTOTAL → 788.37

(O) WORK HOUR CALCULATIONS		(P)	
A	MULTI TOTAL LINE 32 BY 52 WEEKS	40,839.23	MINYR
B	ENTER TOTAL FROM LINE 73	15,818.82	MINYR
C	TOTAL LINE A and B	56,658.15	MINYR
D	DIVIDE LINE C BY 60 MIN	944.30	W6YR
E	MULTI LINE D BY % (TRG)	8.44	HYR
F	MULTI LINE D BY % (BREAKS)	59.02	HYR
G	MULTI LINE D BY % (WASH UPS)	19.84	HYR
H	TOTAL LINE D + E + F + G	1,032.41	WHYR
J	DIVIDE LINE H BY 52	19.85	WK HR5WK
K	DIVIDE LINE H BY 1760	0.6	WORK YRS
L	TOTAL EMPLOYEES	73	

73 SUBTOTAL → 15,818.82

REVIEWED BY:
 MSC MGR, INR. PLANT MAINTENANCE
 PS Form 13-17-82 4852 JUL-07-10 01:04 PM

DATE: 8/10/2010

APPROVED BY:
 MSC MANAGER/POST MASTER-BMC MANAGER

DATE: _____

WORKLOAD ANALYSIS AND SUMMARY

STATE AND ZIP CODE: **PA 18201**

EXTERIOR PAVED 18,217

UNIT: **65-92707**

EXTERIOR UNPAVED 0

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 (J)	MINUTES PER SQ. FT OR UNIT (K)	QTY (L)	Frequency (M)	ANNUAL MINS. (N)

32. SUBTOTAL **15,218.84**

(Q) WORK HOUR CALCULATIONS		(P)
A	MULTI. TOTAL LINE 32 BY 52 WEEKS	28,570.63 MINYR
B	ENTER TOTAL FROM LINE 71	15,218.84 MINYR
C	TOTAL LINE A and B	51,789.57 MINYR
D	DIVIDE LINE C BY 60 MIN	863.16 WHYR
E	MULTI. LINE D BY % (TRG)	0.00 HYR
F	MULTI. LINE D BY % (BREAKS)	0.00 HYR
G	MULTI. LINE D BY % (WASH UPS)	0.00 HYR
H	TOTAL LINE D + E + F + G	863.16 WHYR
J	DIVIDE LINE H BY 52	16.60 WK HRSWK
K	DIVIDE LINE H BY 1780	0.5 WORK YRS
L	TOTAL EMPLOYEES	0.5

71 SUBTOTAL **15,218.84**

REVIEWED BY: *[Signature]* DATE: **8/10/2010**
 MSC MGR, DIR, PLANT MAINTENANCE

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

U.S. POSTAL SERVICE
WORKLOAD ANALYSIS AND SUMMARY

POST OFFICE: **SANTA ANA - SPURGEON STATION**
STATE AND ZIP CODE: **815 S. BUSH STREET**
UNIT: **CA, 92702**

GROSS INTERIOR AREA: **31,110**
EXTERIOR PAVED: **39,438**
EXTERIOR UNPAVED: **1,486**

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 **2,832.28**

(Q) WORK HOUR CALCULATIONS		(P)	
A	MULTI. TOTAL LINE 32 BY 52 WEEKS	131,878.16	MIN/YR
B	ENTER TOTAL FROM LINE 73	52,762.88	MIN/YR
C	TOTAL LINE A and B	184,438.78	MIN/YR
D	DIVIDE LINE C BY 60 MIN	3,073.98	W/HYR
E	MULTI. LINE D BY % (TRC)	30.74	H/YR
F	MULTI. LINE D BY % (BREAKS)	192.12	H/YR
G	MULTI. LINE D BY % (WASH UPS)	63.94	H/YR
H	TOTAL LINE D + E + F + G	3,360.78	W/HYR
J	DIVIDE LINE H BY 52	64.63	WK HRS/WK
K	DIVIDE LINE H BY 1760	1.9	WORK YRS
L	TOTAL EMPLOYEES	1.9	

73 SUBTOTAL **52,762.88**

REVIEWED BY: *[Signature]*
MSC MGR. DIR. PLANT MAINTENANCE

DATE: **8/10/2000**

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

DATE: _____

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	D/A	FUNC	LDC	SEN DATE	SEN #
56937	SANTA ANA P&DC	LAXA	NELSON	G	3190726	95057986	LABORER CUSTODIAL	166	3B	38	3/28/2009	2
56937	SANTA ANA P&DC	LIEN	EDWARD	H	3334210	95038372	LABORER CUSTODIAL	166	3B	38	3/28/2009	3
56937	SANTA ANA P&DC	SCRUGGS JR	JAMES	F	3021937	70171566	LABORER CUSTODIAL	166	3B	38	3/28/2009	4
56937	SANTA ANA P&DC	HURNS	MARCUS	C	3154654	95037436	LABORER CUSTODIAL	166	3B	38	3/28/2009	5
56937	SANTA ANA P&DC	DAVIS	SABRINA	C	3161380	95031883	LABORER CUSTODIAL	166	3B	38	3/28/2009	6
56937	SANTA ANA P&DC	CHEN	WANG CHUNG		3173466	70171563	LABORER CUSTODIAL	166	3B	38	3/28/2009	8
56936	SANTA ANA PO	VISOKEY	VICKI	L	3658318	70171570	LABORER CUSTODIAL	166	3B	38	4/11/2009	1
56936	SANTA ANA PO	SERANO	BERTIE	B	1825487	70171568	LABORER CUSTODIAL	166	3B	38	4/11/2009	2
56936	SANTA ANA PO	PERALA	OLAVI	A	2961286	70382195	LABORER CUSTODIAL	166	3B	38	2/27/2010	1
56936	SANTA ANA PO	GALINDO	ARTHUR	C	3626919	70382198	LABORER CUSTODIAL	166	3B	38	2/27/2010	2
56937	SANTA ANA P&DC	AIKEN	INGER	M	3424746	95044213	LABORER CUSTODIAL	166	3B	38	5/8/2010	1
56936	SANTA ANA PO	LABASTIDA	GINA	D	3279956	95034066	LABORER CUSTODIAL	166	3B	38	8/14/2010	1
56935	SNA-SPURGEON STA	MARTINEZ	ANA	R	3080171	95032127	LABORER CUSTODIAL	166	3B	38	8/14/2010	2
56937	SANTA ANA P&DC	WILLIAMS	HERBERT	D	3458127	95038952	LABORER CUSTODIAL	166	3B	38	8/14/2010	3
56933	SNA-SOUTH MAIN STA	DO	LAN	T	3578601	95034379	LABORER CUSTODIAL	166	3B	38	8/14/2010	4

Completed

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	D/A	FUNC	LDC	SEN DATE	SEN #
56937	SANTA ANA P&DC	GONZALEZ	RAQUEL		3159556	95037085	LABORER CUSTODIAL	166	3B	38	8/14/2010	5

Expected