



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

December 8, 2009

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

Omar M. Gonzalez, Coordinator

This is to advise you of the intent of the San Francisco District to utilize the provisions of Article 12.5.C.5 to involuntarily reassign up to ten (10) full-time Level 6 clerks from the craft and/or installation at the Palo Alto Office. This supersedes an earlier impact statement for four (4) full-time clerks. The basis for this action is the loss of workload as reflected in the earned work hours.

The impacted employees will be notified by separate letter of their involuntary reassignments. The final placement date will be no earlier than February 28, 2010. However, it may be necessary to utilize the provisions of Article 7.B.2 of the National Agreement to detail some or all of the impacted clerks during the notice period in order to provide them with a work opportunity.

By copy of this notice, the Pacific Area will withhold up to 10 full-time residual assignments in the clerk, carrier, maintenance and mail handler crafts in offices within a 150 mile radius for placement of the impacted clerks.

Attached you will find copies of the current and the earlier impact statements along with the operational data supporting the need to excess. Also attached is a list of the impacted junior ten (10) Level 6 clerks. This impact will be included on the agenda for our meeting of December 22, 2009.


Mike Thomas
Manager, Labor Relations

Attachments

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

cc District Manager, San Francisco District
District Manager, Human Resources, San Francisco with attachments
Area Complement Coordinator with attachments
District Complement Coordinator, San Francisco with attachments
M. Peralta – NALC with attachments
R. Siu – NPMHU with attachments

WorkHour Impact Report

Impacted Bid Cluster	PALO ALTO POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	02/15/2010
Period (Dates) of Review Performed	08/02/2008 thru 08/14/2009
Report Prepared By	Linda Shumate
Report Prepared Date	12/08/2009
Reviewed By	Winifred Groux
Phone	(415) 550-5591

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	1687	1334	-353	-1412	-18356	-11	1664

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	83	4.9%	-33.05	0		50	3.7%

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 | 0 |
| b. Current Total Non-OverTime CLERK PTFs Hours per Month | 0 |
| 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 no PTF's in this 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 | |

TE's are not authorized

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	52
b. Planned Number of CLERK FTR Positions After Impact	42
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	10
e. Provide Narrative Explaining need for Excessing	
The loss of workload has resulted in a need to excess up to 10 full-time 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	-1412
b. Planned Reduction in Total OT Hours per Month	-132
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	5336
f. Total FTE Savings	-11

WorkHour Impact Report

Impacted Bid Cluster	PALO ALTO POST OFFICE
Installation Address	
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/15/2010
Period (Dates) of Review Performed	06/21/2008 thru 07/03/2009
Report Prepared By	Linda Shumate
Report Prepared Date	09/10/2009
Reviewed By	Winifred Groux
Phone	(415) 550-5591

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	1684	1536	-148	-592	-7696	-5	1664

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	83	4.9%	-44.35	0		39	2.5%

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	0
b. Current Total Non-OverTime CLERK PTFs Hours per Month	0
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 no PTFs. this is a 200 manyear 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	

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	52
b. Planned Number of CLERK FTR Positions After Impact	48
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	4
e. Provide Narrative Explaining need for Excessing	
The loss of workload as reflected in the earned work hours has resulted in a need to excess up to 4 full-time 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	-592
b. Planned Reduction in Total OT Hours per Month	-177
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	6144
f. Total FTE Savings	-5