

WESTERN AREA
HUMAN RESOURCES



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

May 26, 2011

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

Omar M. Gonzalez
Western Regional Coordinator
APWU, AFL-CIO
1350 Old Bayshore Hwy, Ste. 360
Burlingame, CA 94010-1882

Omar M. Gonzalez, Coordinator

RE: Notice of Withholding for Mercer Island, WA Post Office

Dear Mr. Gonzalez:

Please be advised that based on workload reduction it is anticipated that it will be necessary to excess one (1) level PS-6, FTR Clerk outside the craft and/or installation. Therefore, we authorize the withholding for the same position in level PS-6, and below positions in the clerk, custodial, letter carrier and mail handler crafts within 40 miles of the Mercer Island, WA Post Office.

If you have any questions, please contact Anita Works, Labor Relations Specialist, Western Area at 303-313-5605.

Sincerely,

Anita Works for
Simon Storey
Manager, Human Resources (A)
Western Area

cc: Manager Labor Relations, Western Area
Manager Programs Delivery Support, Western Area
District Manager, Seattle
Manager Human Resources, Seattle
Complement Coordinator, Seattle
Regional Director NPMHU, Denver
NALC National Business Agent, Region 2

Attachments: Site Impact Report, CSV, Seniority List, Map

aw:25385

1745 STOUT ST., STE 600
DENVER, CO 80299-4000
(303) 313-5020
FAX: 313-5021

WorkHour Impact Report

Impacted Bid Cluster	MERCER ISLAND POST OFFICE
Installation Address	
Area Name	WESTERN
Impact Type	Reduction Other Than by Attrition
Date of Impact	09/29/2011
Period (Dates) of Review Performed	03/27/2010 thru 04/01/2011
Report Prepared By	Trent Mcneal
Report Prepared Date	04/19/2011
Reviewed By	Katherine Nash
Phone	(206) 442-6299

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	307	271	-36	-144	-1872	-1	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	27	8.8%	-3	0		24	8.9%

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	
n/a	

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	-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	
n/a	

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	
n/a	

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	
n/a	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	8
b. Planned Number of CLERK FTR Positions After Impact	7
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	
reduced workload	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-136
b. Planned Reduction in Total OT Hours per Month	-12
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	-8
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	1084
f. Total FTE Savings	-1

CUSTOMER SERVICE VARIANCE - [980]-SEATTLE PFC					
MERCER ISLAND PO - MERCER ISLAND PO 545306			MPOO 1 Date: 04/19/2011		
Analysis Period: 01/16/2011 to 04/19/2011 Customer Service Days: 74			Unit Level: 23 Man Yr: 0 CAG: 0		
Benchmark Dates: 1Y 2010 Wk 1 1Y 2010 Wk 52			[MERCER ISLAND PO] MERCER ISLAND PO		
FTE COMPLEMENT ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
Full Time Clerk	0	0	8	8	0%
Part Time Flexible Clerk	7	7	1	-6	700.00%
Part Time Regular Clerk	0	0	0	0	0.00%
Full Time MH	0	0	0	0	0.00%
Part Time Flexible MH	0	0	0	0	0.00%
Part Time Regular MH	0	0	0	0	0.00%
Full Time Equivalent Emp	7	7	9	2.00	77.78%
Full Time Equivalent Hrs	1792	1791	1793		
WORKHOUR ANALYSIS					
Automotive/Mechanized (LDC 41L-41F)					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
LDC 41 Ltrs Hours	0	0	0	0	0%
LDC 41 Fits Hours	0	0	0	0	0%
Total Auto/Mech Hours	0	0	0	0	0%
Manual (LDC 43-44)					
LDC 43L Hours	14	8	74	66	11.00%
LDC 43F Hours	28	18	44	26	39.80%
LDC 43P Hours	257	277	224	-53	123.76%
LDC 43A Hours	368	369	475	106	77.61%
LDC 43 Total	667	671	817	146	82.19%
LDC 44 Hours	237	237	371	134	63.88%
Total Manual Hours	903	908	1188	280	76.45%
Retail/Admin (LDC 42, 45, 48)					
LDC 42 Hours	52	48	55	7	87.29%
LDC 45 Hours	1241	1120	1425	305	78.60%
LDC 48 Hours	854	800	1393	513	61.71%
Total Retail/Admin Hours	2147	2028	2873	845	70.57%
Total Functions Four	3051	2936	4061	1125	72.29%
WORKLOAD ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% VARIANCE
LDC 41 1PF Ltrs Vol Pcs	0	0	0	0	0%
LDC 41 1PF Fits Vol Pcs	0	0	0	0	0%
Auto/Mech Volume	0	0	0	0	0%
LDC 43 Dist Vol Ltrs (F)	179	76	76	0	41.30%
LDC 43 Dist Vol Fits (F)	320	204	204	0	36.33%
LDC 43 Dist Vol PP/Spvs	80460	93328	93328	0	7.92%
LDC 44 Box Ltrs (F)	1038	1329	1329	291	28.00%
LDC 44 Box Fits (F)	517	515	515	0	0.22%
Manual Vol (w/o PP/Spvs)	2,004	2,124	2,124	120	5.99%
LDC 45 Transactions	53383	50494	50494	0	5.41%
Retail Transaction Volume	53383	50494	50494	0	5.41%
PRODUCTIVITY ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
LDC 41 Ltr PPH	0	0	0	0	0%
LDC 41 Fit PPH	0	0	0	0	0%
LDC 43 Dist Vol Ltrs FPH	9.32	9.32	1.03	-8.30	11.00%
LDC 43 Dist Vol Fits FPH	11.65	11.65	4.64	-7.01	39.80%
LDC 43 Dist Vol PP/Spvs PPH	337	337	417	80	123.74%
LDC 43 Allocated Hrs per day	4.85	4.85	6.25	1.40	77.61%
LDC 44 Box Ltr FPH	6.56	7.79	4.97	-2.82	63.80%
LDC 45 Min per Trans	1.39	1.33	1.69	0.36	78.60%
LDC 45 Trans per 1412	165.85	145.94	145.94	0	87.99%
UNIT ROUTE AND DELIVERIES ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% VARIANCE
City Routes	23	23	23	0	0.00%
Rural Routes	0	0	0	0	0%
CDS Routes	0	0	0	0	0%
POB Equivalent Routes	11	11	11	0	0.00%
City Deliveries	10273	10390	10390	117	1.14%
Rural Deliveries	0	0	0	0	0%
CDS Deliveries	0	0	0	0	0%
PO Box Deliveries	1316	1326	1326	10	0.76%
FTEs DAILY STAFFING ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	
Clerk/Mailhandler	6.06	5.84	8.08	2.24	

FIN	OFFICE	LAST	FIRST	EMP ID	JOB ID	JOB TITLE	D/A	FUNG	LDC	UAR	SEN DATE	VET PREF	VET CD
545306	MERCER ISLAND	MCMILLIN	ALICE	3301253	95549486	DIST WINDOW CLK	110	4	43		11/16/1976	N	1
545306	MERCER ISLAND	DOYLE	ESTHER	3296609	95686022	DIST WINDOW CLK	110	4	43		7/10/1993	N	1
545306	MERCER ISLAND	MARTINEZ	NATALIE	3321621	95732398	SALES.SVCS/DISTRIBUTION ASSOC	110	4	45		8/15/1998	N	1
545306	MERCER ISLAND	YONG	STEPHANIE	3157110	70180089	LEAD SALES & SERVICES ASSOCIATE	110	4	48		11/21/1998	N	1
545306	MERCER ISLAND	NGUYEN	HIEN	3248092	95615910	SALES.SVCS/DISTRIBUTION ASSOC	110	4	45		3/22/2003	N	1
545306	MERCER ISLAND	BEAULIEU	WENDI	3346362	95587426	SALES.SVCS/DISTRIBUTION ASSOC	110	4	45	N	8/23/2003	N	1
545306	MERCER ISLAND	ROQUE	MARIE ZELL	3500139	95618478	SALES.SVCS/DISTRIBUTION ASSOC	110	4	45		5/1/2004	N	1
545306	MERCER ISLAND	YOON	KUK	1514346	70521859	SALES.SVCS/DISTRIBUTION ASSOC	110	4	48	Y	4/14/2007	N	1
545306	MERCER ISLAND	VELLAT	MARC	2993375	95767364	SALES.SVCS/DISTRIBUTION ASSOC	410	4	45		8/30/2008	Y	2

Washington, United States, North America

