



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

August 23, 2010

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

Omar Gonzalez
Western Region Coordinator
American Postal Workers Union, AFL-CIO
500 Airport Blvd., Suite 450
Burlingame, CA 94010-1940

Omar M. Gonzalez, Coordinator

SUBJECT: Notice of Impacts in Arizona District

Dear Mr. Gonzalez,

This letter is with regard to the workload reductions in the Pinetop, Arizona Post Office. In order to minimize the impact due to the workload reductions we are authorizing the withholding of one (1) residual vacancy at the same or lower level (Level 6) in surrounding installations within 100 miles of the Pinetop, Arizona Post Office. These positions include clerk, carrier, mail handler and custodial craft positions.

If you have any questions, please contact Scott Sutton Western Area Labor Relations at 303-313-5449.

Scott Sutton for
Simon M. Storey
Manager Human Resources (A)
Western Area

Attachments: Impact Report, Radius Map, Seniority List, Supportive Documentation

Cc: Manager Labor Relations Western Area
Manager Programs Delivery Support, Western Area
Manger In-Plant Support Western Area
District Manager Arizona
Manager Human Resources Arizona
Manager Labor Relations Arizona
NALC Region 4
NPMHU Regional Director Oakland

WorkHour Impact Report

Impacted Bid Cluster	PINETOP POST OFFICE
Installation Address	
Area Name	WESTERN
Impact Type	Reduction Other Than by Attrition
Date of Impact	11/25/2010
Period (Dates) of Review Performed	06/20/2009 thru 06/18/2010
Report Prepared By	Toni Lopez
Report Prepared Date	07/23/2010
Reviewed By	Lawrence James
Phone	(602) 225-5400

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	136	102	-34	-136	-1768	-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	12	8.8%	-6	0		6	5.9%

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	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 Exceeded from Craft or Installation	NO
If Yes how Many CLERK PTFs	0
f. Provide Narrative Explaining need for Excessing	
none	

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	
none	

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 none	

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 No expected attrition	

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	-24
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	408
f. Total FTE Savings	-1

EARNED HOUR FLASH REPORT

WEEK 32

036549 PINETOP

Reconciled

5/1-5/7/10

5/12/10

		5/1-5/7/10					5/1-5/7/10				
LIC	Description	ACT	PLAN	SPLY	%PLAN	%SPLY	ACT	PLAN	SPLY	%PLAN	%SPLY
210	LDC 20 ADJUSTMENT OFFSET		0					0			
42E	UNIT DIST MECH EARNED PLAN	2	2	2	11.1%	0.0%	51	52	49	16.2%	52.5%
43E	UNIT DIST MANUAL EARNED PLAN	39	29	38	4.8%	-16.7%	990	953	1228	3.9%	-19.4%
L43L	UNIT DIST HRS LETTER EARNED	1	13	16	-92.3%	-93.8%	195	433	503	95.0%	-61.2%
L43F	UNIT DIST HRS FLATS EARNED	1	6	10	83.3%	-90.0%	196	201	312	-7.4%	-40.4%
L43P	LDC 43 Parcel Post EARNED	1	2	9	-80.0%	-88.9%	229	85	101	188.3%	126.7%
L43A	LDC43 ALLIED	27	8	1	248.0%	2600.0%	389	233	312	62.0%	21.8%
44E	PO BOX DIST EARNED PLAN	34	35	43	-2.8%	-20.9%	1072	1027	1301	4.4%	-17.6%
45E	WINDOW SERVICE EARNED PLAN	45	44	52	1.8%	-13.5%	1620	1382	1756	18.9%	-7.7%
48E	ADMIN MISC EARNED PLAN	34	43	39	-20.5%	-12.6%	1433	1293	1336	10.9%	7.3%
64	OPNS C/S TRAINING HRS	0	0	0	0.0%	0.0%	2	0	0	0.0%	-75.0%
FN4E	TOTAL C/S HRS EARNED PLAN	145	153	172	-5.0%	-15.7%	5178	4987	5669	10.5%	-8.7%
FN4	TOTAL C/S HRS	145	154	172	-5.0%	-15.7%	5178	4713	5669	9.9%	-8.7%
FN4A	TOTAL FUNCTION 4 PLAN ADJUSTMENT		-1					-25			
80	POSTMASTER / INSTALLATION MGR	40	38	40	11.1%	0.0%	1184	1087	1054	8.9%	12.3%
99	ADMIN TRAINING HRS	0	0	0	0.0%	0.0%	40	40	90	0.0%	-55.6%
FN8E	TOTAL FUNCTION 8 EARNED PLAN	40	38		11.1%		1224	1127	1144	6.6%	7.0%
FN8	ADMIN TOTAL	40	38	40	11.1%	0.0%	1224	1127	1144	8.6%	7.0%
FN9	TRAINING (NON-ADD)	0	0	0	0.0%	0.0%	42	40	98	5.0%	-57.1%
TTYB	TOTAL EARNED PLAN	185	189	212	-1.9%	-12.7%	6402	6614	6813	10.1%	-6.0%
HRTT	TOTAL HOURS	185	190	212	-2.6%	-12.7%	6402	5840	6813	9.6%	-6.0%
TTTA	TOTAL HOURS FLEX ADJ		-1					-26			
HCRB	CONTRACT DELIVERIES	2040	2040	2012	0.0%	1.4%	2068	2068	2005	0.0%	3.1%
TDEL	TOTAL DELIVERIES	2040	2040	2012	0.0%	1.4%	2068	2068	2005	0.0%	3.1%
DVLF	UNIT DIST LTRS FEET (EARNED PLAN)	118	118	146	0.0%	-19.2%	4040	4040	4760	0.0%	-15.1%
DVLP	Distribution Letters feet/hr	118.00	9.08	9.13	1299.0%	1193.2%	20.72	8.33	9.48	122.1%	118.9%
DVFF	UNIT DIST FLAT FEET (EARNED PLAN)	69	69	83	0.0%	-16.9%	2336	2336	3140	0.0%	-25.8%
DVFP	Distribution Flats feet/hr	69.00	11.50	8.30	500.0%	731.3%	12.56	11.63	10.06	8.0%	24.8%
PAK	PACKAGES (ADJ PLAN)	774	774	2788	0.0%	-72.2%	28700	28700	30660	0.0%	-7.0%
PTLB	Total Packages/43P Hr	774	387	310	100.0%	149.7%	125	338	308	82.8%	-59.2%
BVLF	BOX DIST LTRS FEET (EARNED PLAN)	125	125	145	0.0%	-13.6%	3595	3595	4190	0.0%	-17.6%
BVLD	Box DPS Ft w/o Directs	0	0	0	0.0%	0.0%	0	0	16	0.0%	-100.0%
BDPS	BOX DPS%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.5%	0.0%	-100.0%
BVFF	BOX DIST FLATS FEET (EARNED PLAN)	52	52	54	0.0%	-3.7%	1649	1649	2625	0.0%	-37.2%
BVP	Box Parcels (AdjPlan)	392	392	1341	0.0%	-70.8%	21680	21680	23505	0.0%	-7.8%
RPOB	Rented POBs	2035	2035	2054	0.0%	-0.9%	62496	62496	66218	0.0%	-5.8%
QT4R	FN4 QT RATIO	18.62	3.25	2.91	472.9%	519.9%	7.03	4.88	10.39	44.1%	-32.3%
OTTR	TOTAL QT RATIO	14.59	3.18	2.58	361.7%	518.2%	5.94	4.26	8.85	39.4%	-31.3%
POTT	TOTAL POT	0	0	0	0.0%	0.0%	0	0	0	-100.0%	0.0%
POTR	TOTAL PO RATIO	0.00	0.00	0.00	0.0%	0.0%	0.00	0.00	0.00	-100.0%	0.0%
SL4R	FN4 SL RATIO	0.00	4.95	4.65	-100.0%	-100.0%	2.52	3.80	7.88	-23.2%	-62.9%
SLTR	TOTAL SL RATIO	0.00	4.21	3.77	-100.0%	-100.0%	2.36	3.94	6.68	-40.1%	-64.7%
WPTR	TOTAL WP RATIO	0.00	0.00	0.00	0.0%	0.0%	0.11	0.00	0.47	0.0%	-76.6%

CUSTOMER SERVICE VARIANCE - [852]-ARIZONA PFC					
PINETOP PO - PINETOP PO 036549				MPOO 3 Date: 05/15/2010	
Analysis Period: 05/09/2009 to 05/07/2010 - Customer Service Days: 302				Unit Level: 18 Man Yr: 0 CAG: G	
Benchmark Dates: FY 2009 WK 1 - FY 2009 WK 52			POS	[PINETOP PO] PINETOP PO	
FTEE COMPLEMENT ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
Full Time Clerk	0	0	4	4	0%
Part Time Flexible Clerk	4	4	0	-4	0%
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	4	4	4	0.00	100.00%
Full Time Equivalent Hrs	1792	1790	2208		
WORKHOUR ANALYSIS					
<i>Automation/Mechanized (LDC41L-41F)</i>					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
LDC 41 Ltrs Hours	0	0	0	0	0%
LDC 41 Flts Hours	0	0	0	0	0%
Total Auto/Mech Hours	0	0	0	0	0%
<i>Manual (LDC43-44)</i>					
LDC 43L Hours	819	742	462	-280	160.56%
LDC 43F Hours	420	352	395	43	89.00%
LDC 43P Hours	162	155	416	261	37.31%
LDC 43A Hours	411	394	556	162	70.79%
LDC 43 Total	1811	1642	1829	187	89.78%
LDC 44 Hours	1462	1777	1883	106	94.37%
Total Manual Hours	3273	3419	3712	293	92.11%
<i>Retail/Admin (LDC 42, 45, 48)</i>					
LDC 42 Hours	90	89	102	13	87.06%
LDC 45 Hours	2572	2487	2798	311	88.87%
LDC 48 Hours	2159	2130	2220	90	95.96%
Total Retail/Admin Hours	4820	4706	5120	414	91.91%
Mgmt Involvement Hours	(43.73)	(109.98)			
Total Function Four	8050	8015	8832	817	90.75%
WORKLOAD ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% VARIANCE
LDC 41 TPF Ltrs Vol Pcs	0		0	0	0%
LDC 41 TPF Flts Vol Pcs	0		0	0	0%
Auto/Mech Volume	0		0	0	0%
LDC 43 Dist Vol Ltrs (Ft)	7,635		6,914	-721	-9.44%
LDC 43 Dist Vol Flts (Ft)	4,889		4,096	-793	-16.23%
LDC 43 Dist Vol PP/Sprs	54375		52247	-2,128	-3.91%
LDC 44 Box Ltrs (Ft)	6,684		5,940	-744	-11.12%
LDC 44 Box Flts (Ft)	3807		2796	-1011	-26.55%

Manual Vol (w/o PP/Sprs)	23,015		19,746	-3,269	-14.20%
LDC 45 Transactions	109,557		107,127	-2,430	-2.22%
Retail Transaction Volume	109,557		107,127	-2,430	-2.22%
PRODUCTIVITY ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
LDC 41 Ltr PPH	0	0	0	0	0%
LDC 41 Flt PPH	0	0	0	0	0%
LDC 43 Dist Vol Ltrs FPH	9.32	9.32	14.96	5.64	160.56%
LDC 43 Dist Vol Flts FPH	11.65	11.65	10.37	-1.28	89.00%
LDC 43 Dist PP/Sprs PPH	337	337	126	-211	37.39%
LDC 43 Allied Hrs per day	1.36	1.30	1.84	0.54	70.79%
LDC 44 Box L&F FPH	7.18	4.92	4.64	-0.28	94.37%
LDC 45 Min. per Trans	1.41	1.39	1.57	0.17	88.87%
LDC 45 Trans per 1412	115.20		113.72	-1.48	98.72%
UNIT ROUTE AND DELIVERIES ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% VARIANCE
City Routes	0		0	0	0%
Rural Routes	0		0	0	0%
CDS Routes	4		4	0	0.00%
POB Equivalent Routes	18		16	-2	-11.11%
City Deliveries	0		0	0	0%
Rural Deliveries	0		0	0	0%
CDS Deliveries	2082		2040	-42	-2.02%
PO Box Deliveries	2111		1932	-179	-8.48%
FTES DAILY STAFFING ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	
Clerk/Mailhandler	4.03	4.02	4.42	0.40	

THE CSV COMPLEMENT MODEL SHOULD NOT BE THE SOLE SOURCE OF PERMANENT STAFFING DECISIONS.

CUSTOMER SERVICE VARIANCE - CLERK/MAILHANDLER COMPLEMENT

Delivery Days: 302

PINETOP PO - PINETOP PO 036549

DATE: 05/15/2010

Leave Replacement Calculation

Leave Type	Hrs Per Day	Leave %	Formula	Employees Earned	
Annual Leave	27	14.00%	(CSV Avg Daily Hours x 14.00%x(6 day wk/40 hr WHwk))=	0.56	Clerk/MH(s)
Sick Leave	27	3.50%	(CSV Avg Daily Hours x 3.50%x(6 day wk/40 hr WHwk))=	0.14	Clerk/MH(s)
LWOP	27	1.00%	(CSV Avg Daily Hours x 1.00%x(6 day wk/40 hr WHwk))=	0.04	Clerk/MH(s)
(Subtract Overtime)	27	8.00%	(CSV Avg Daily Hours x 8.00%x(6 day wk/40 hr WHwk))=	0.32	Clerk/MH(s)
Net Total		10.50%	Leave/OT Replacement Needs >>>>	0.42	Clerk/MH(s)
			Replacement for Replacement >>>>	0.04	Clerk/MH(s)
			Total Leave Replacement >>>>	0.47	Clerk/MH(s)

Man Year (0 < 100, 1 100-199, 2 => 200)	0	Current Ratio FT/PT	100%	0%	
		Target Ratio FT/PT	0%	100%	
Current on Rolls		Earned Complement			
Full Time Clerk	4	Full Time Clerk	0		
Part Time Flexible Clerk	0	Part Time Flexible Clerk	4		
Part Time Regular Clerk	0	Part Time Regular Clerk	0		
Full Time Mailhandler	0	Full Time Mailhandler	0		
Part Time Flexible Mailhandler	0	Part Time Flexible Mailhandler	0		
Part Time Regular Mailhandler	0	Part Time Regular Mailhandler	0		
Total F4 on rolls	4	Total F4 Earned	4		
Current Actual	Daily Hrs	Employees	Target	Daily Hrs	Employees
LDC 41 Clerk(s)	0.00	0.00	LDC 41 Clerk/MH(s)	0.00	0.00
LDC 42 Clerk(s)	0.34	0.05	LDC 42 Clerk/MH(s)	0.29	0.04
LDC 43 Clerk(s)	6.06	0.92	LDC 43 Clerk/MH(s)	5.44	0.82
LDC 44 Clerk(s)	6.24	0.94	LDC 44 Clerk/MH(s)	5.88	0.89
LDC 45 Clerk(s)	9.26	1.40	LDC 45 Clerk/MH(s)	8.23	1.24
LDC 48 Clerk(s)	7.35	1.11	LDC 48 Clerk/MH(s)	7.05	1.07
Mgt Involvement	0.00	0.00	Mgt Involvement	(0.36)	(0.05)
Total Actual Daily Hrs	29.25	4.42	Total Earned Daily Hrs	26.60	4.02
Daily Hours Targeted		29.25	Daily Hours Earned		26.60
Current Complement		4	Target Complement		4.48
FTEE Current		2208	FTEE Target		1792
Projected Annual Hrs Actual		8,832	Projected Annual Hrs Earned		8,033
On Duty Full Time		4.02	Full Time Equiv Employee (Hrs per)		1792
Leave Replacement		0.47	Variance FTEE		- 0.48
Complement %		4.48	Complement % Achieved		100.00%

Arizona, United States, North America

