

WESTERN AREA
HUMAN RESOURCES



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

November 16, 2010

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

Omar M. Gonzalez, Coordinator

Omar M. Gonzalez
Western Regional Coordinator
APWU, AFL-CIO
500 Airport Blvd., Suite 450
Burlingame, CA 94010-1940


RE: Notice of Withholding for Saint Maries, ID Post Office (Seattle Performance Cluster)

Dear Mr. Gonzalez:

Please be advised that due to the reduction in workload 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 100 miles of the Saint Maries, ID Post Office.

If you have any questions, please contact Dan Foster at 303-313-5702 or Anita Works at 303-313-5605, Labor Relations Specialist, Western Area.

Sincerely,


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

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

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

aw:13963

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

WorkHour Impact Report

Impacted Bid Cluster	SAINT MARIES POST OFFICE
Installation Address	
Area Name	WESTERN
Impact Type	Reduction Other Than by Attrition
Date of Impact	03/31/2011
Period (Dates) of Review Performed	10/24/2009 thru 10/22/2010
Report Prepared By	Trent Mcneal
Report Prepared Date	11/15/2010
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	118	82	-36	-144	-1872	-1	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	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	
n/a	

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	2
b. Current Total Non-OverTime CLERK PTFs Hours per Month	216
c. Planned Reduction in Total Non-OverTime CLERK PTFs Hours per Month	-16
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	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	
meet earned workload	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-128
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	-16
e. Planned Reduction in TE Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	328
f. Total FTE Savings	-1

CUSTOMER SERVICE VARIANCE - [980]-SEATTLE PFC

SAINT MARIES PO - SAINT MARIES PO 158000

MPOO 6 | Date: 11/15/2010

Analysis Period: 05/08/2010 to 11/05/2010 - Customer Service Days: 152

Unit Level: 18 Man Yr: 0 CAG: G

Benchmark Dates: FY 2010 WK 1 - FY 2010 WK 52

[SAINT MARIES PO] SAINT MARIES PO

FTEE COMPLEMENT ANALYSIS

UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
Full Time Clerk	0	0	2	2	0%
Part Time Flexible Clerk	2	2	2	0	100.00%
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	2	2	4	2.00	50.00%
Full Time Equivalent Hrs	1792	1788	981		

WORKHOUR ANALYSIS

Automation/Mechanized (LDC41L-41F)

UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% ACHIEVED
LDC 41 Lrs Hours	0	0	0	0	0%
LDC 41 Fls Hours	0	0	0	0	0%
Total Auto/Mech Hours	0	0	0	0	0%

Manual (LDC43-44)

LDC 43L Hours	46	36	53	17	88.17%
LDC 43F Hours	152	151	155	4	97.46%
LDC 43P Hours	87	76	37	-39	204.55%
LDC 43A Hours	202	202	112	-80	179.93%
LDC 43 Total	487	464	357	-107	130.08%
LDC 44 Hours	166	150	145	-14	109.66%
Total Manual Hours	653	623	502	-121	124.15%

Retail/Admin (LDC 42, 45, 46)

LDC 42 Hours	13	0	0	0	0%
LDC 45 Hours	768	663	1118	455	59.30%
LDC 46 Hours	621	622	359	-267	175.03%
Total Retail/Admin Hours	1400	1285	1473	188	87.20%
Mgmt Involment Hours	(53.25)	(54.01)			
Total Function Four	1999	1854	1975	121	93.86%

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 (F)	430		337	-94	-21.74%
LDC 43 Dist Vol Flts (F)	1,771		1,760	-11	-0.62%
LDC 43 Dist Vol PP/Sprs	29432		25480	-3,952	-13.43%
LDC 44 Box Ltrs (F)	724		688	-26	-3.62%
LDC 44 Box Flts (F)	405		407	2	0.47%
Manual Vol (w/o PP/Sprs)	3,330		3,202	-128	-3.84%
LDC 45 Transactions	34386		30176	-4,210	-12.24%
Retail Transaction Volume	34,386		30,176	-4,210	-12.24%
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	6.35	-2.97	68.17%
LDC 43 Dist Vol Flts FPH	11.65	11.65	11.35	-0.30	97.46%
LDC 43 Dist PP/Sprs PPH	337	337	689	352	204.45%
LDC 43 Allied Hrs per day	1.33	1.33	0.74	-0.59	179.93%
LDC 44 Box L&F FPH	6.82	6.95	7.62	0.66	109.54%
LDC 45 Min. per Trans	1.33	1.32	2.22	0.90	59.30%
LDC 45 Trans per 1412	118.20		106.63	-11.57	90.21%
UNIT ROUTE AND DELIVERIES ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	% VARIANCE
City Routes	3		3	0	0.00%
Rural Routes	0		0	0	0%
CDS Routes	4		4	0	0.00%
POB Equivalent Routes	4		4	0	0.00%
City Deliveries	1458		1460	2	0.14%
Rural Deliveries	0		0	0	0%
CDS Deliveries	1356		1354	-2	-0.15%
PO Box Deliveries	520		518	-2	-0.38%
FTES DAILY STAFFING ANALYSIS					
UNIT VARIABLES	BENCHMARK	EARNED	ACTUAL	VARIANCE	
Clerk/Mailhandler	2.00	1.85	1.96	0.12	

FINANCE	OFFICE	FULL NAME	JOB TITLE	EMP	D/A	FUNC	LDC	VET	SEN DATE
158000	SAINT MARIES PO	DARST ROBBIN G.	DIST WINDOW CLK	6	110	4	48	N	7/27/1991
158000	SAINT MARIES PO	CROWE CAROLYN L.	SALES,SVCS/DISTRIBUTION ASSOC	6	110	4	48	N	11/27/1993
158000	SAINT MARIES PO	CHAMBARD TERRY L.	DIST WINDOW CLK	6	410	4	48	Y	4/12/1997
158000	SAINT MARIES PO	GUSTIN BRENDA L.	SALES,SVCS/DISTRIBUTION ASSOC	6	410	4	48	N	6/9/2007

Spokane, Washington, United States

