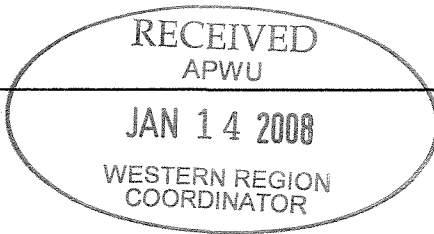


PACIFIC AREA OFFICE  
HUMAN RESOURCES



January 10, 2008



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

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

Omar M. Gonzalez, Coordinator

cc: Communications Dept.  
NBA

Dear Omar:

This is to advise you of the intent of the Honolulu Performance Cluster to involuntarily reassign up to 8 full-time Level 5 clerks from four separate post offices based on the removal of CSBCS equipment and the transfer of the work load to the Honolulu plant where it will be processed on existing automation. The final placement date will be July 20, 2008. The specifics as to the number of clerks impacted in each of the office are set forth below:

OFFICE	NUMBER OF IMPACTED CLERKS
Ewa Beach	1
Wahiawa	2
Kaneohe	3
Waipahu	2
Total	8

The impacted employees will be notified of their involuntary reassignments no later than 60 days from the final placement date and provided with a list of available placement opportunities. They will also be advised on their right to file for retreat to same, lower and higher level assignments for which they would otherwise be eligible to bid.

In accordance with the provisions of Article 12.5.C.5.a. (2) casuals will be separated to extent possible. Additionally, in accordance with the provisions of Article 12.5.C.a. (3) part-time flexible hours will be reduced to the extent possible where it will make a viable full-time assignment.

By copy of this letter, the Honolulu Performance Cluster is being given authorization to withhold up to 8 full-time residual assignments in the impacted offices or, if necessary, in other offices and crafts within 100 miles.

Attached you will find the seniority list for the full-time Level 5 clerks in each of the impacted offices. The impacted junior employees in each office have been identified on the lists. Also attached are the impact statements and backup documents.

If you have any questions or wish to meet on this matter, you may contact Linda Shumate at (626) 855-6446.

Manuel Botello  
Manager, Human Resources

Attachments

cc: Area Manager, Operations Support  
Area Manager, Finance

11255 RANCHO CARMEL DR. RM 227  
SAN DIEGO, CA 92197-4400  
PHONE: 858-674-3180  
FAX: 858-674-3181

Impacted Installation: Ewa Beach Bid Installation

Installation Address: Ewa Beach, Hawaii

Area Name: Pacific

Impact Type: CSBCS Removal – Work Load Transfer

Date of Impact: 7/10/08

Period (Dates) of Review Performed 12/23/2006 Thru 12/21/2007

Report Prepared By: Linda Shumate

Report Prepared Date: 1/3/08

Phone: (626) 855-6446

Reviewed By: Don Takeuchi

# WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour Rate
Total	395	326	-69	-276	-3,588	-2	1,716

## 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	39	9.9%	-8	0		31	9.5%

# WorkHour Impact Report

## Casuals

Page 2 of 4

a. Current Number of Clerk Casuals on Rolls	1
b. Current Total Non-OverTime Clerk Casuals Hours per Month	112
c. Planned Reduction in Total Non-OverTime Clerk Casuals Hours per Month	-112
d. Number of Clerk Casuals that will have Reduced Hours	0
e. Number of Clerk Casuals that will be Terminated	-1
f. Number of Clerk Casuals Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining Clerk Casuals: NA	

## Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	5
b. Current Total Non-OverTime Clerk PTFs Hours per Month	720
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. Number of Complement Change in Clerk PTFs	0

# WorkHour Impact Report

## Part Time Regular (PTRs)

Page 3 of 4

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
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

## Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	5
b. Planned Number of Clerk FTR Positions after Impact	4
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. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: The removal of CSBC equipment and the transfer of the workload to the Honolulu plant to be processed on automation will result in a need to involuntarily reassign up to one full-time clerk from the installation. By copy of this notice, the Honolulu Cluster is being authorized to withhold up to one full-time assignment in the Ewa bid installation or if necessary, in other installations within 100 miles.

# WorkHour Impact Report

Page 4 of 4

## Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-132
b. Planned Reduction in Total OT Hours per Month	-32
c. Planned Reduction in Casual Non-OT Hours per Month	-112
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	1,180
f. Total FTE Savings	-2

Impacted Installation: Wahiawa Bid Installation

Installation Address: Wahiawa Post Office

Area Name: Pacific

Impact Type: CSBCS Removal and Work Load Transfer

Date of Impact: 7/10/09

Period (Dates) of Review Performed 12/23/2006 Thru 12/21/2007

Report Prepared By: Linda Shumate

Report Prepared Date: 1/3/08

Phone: (626) 855-6446

Reviewed By: Don takeuchi

# WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour  Rate
Total	1,017	896	-121	-484	-6,292	-4	1,664

## 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	127	12.5%	-57	0		70	7.8%

# WorkHour Impact Report

## Casuals

Page 2 of 4

a. Current Number of Clerk Casuals on Rolls	1
b. Current Total Non-OverTime Clerk Casuals Hours per Month	112
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	1
g. Provide Narrative Justifying need for Remaining Clerk Casuals	

## Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	5
b. Current Total Non-OverTime Clerk PTFs Hours per Month	720
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. Number of Complement Change in Clerk PTFs	0

# WorkHour Impact Report

## Part Time Regular (PTRs)

Page 3 of 4

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
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

## Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	22
b. Planned Number of Clerk FTR Positions after Impact	20
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	2
e. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: The removal of CSBCS equipment from the Wahiawa post office and the transfer of the work load to the Honolulu plant to be worked on automation will result in a need to involuntarily reassign up to two full-time clerks from the installation. By copy of this notice, the Honolulu Cluster is being authorized to withhold up to one full-time residual assignment in the Wahiawa office or, if necessary in other offices within 100 miles.

# WorkHour Impact Report

Page 4 of 4

## Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-256
b. Planned Reduction in Total OT Hours per Month	-228
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	3,304
f. Total FTE Savings	-4

Impacted Installation: Kaneohe Bid Installation

Installation Address: Kaneohe, Hawaii

Area Name: Pacific

Impact Type: CSBCS Removal – Workload Transfer

Date of Impact: 7/10/08

Period (Dates) of Review Performed 12/23/2006 Thru 12/21/2007

Report Prepared By: Linda Shumate

Report Prepared Date: 1/3/08

Phone: (626) 855-6446

Reviewed By: Linda Shumate

# WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour  Rate
Total	682	560	-122	-488	-6,344	-4	1,716

## 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	58	8.5%	± -23	± 0	±	35	6.2%

# WorkHour Impact Report

## Casuals

Page 2 of 4

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	

## Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	5
b. Current Total Non-OverTime Clerk PTFs Hours per Month	680
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. Number of Complement Change in Clerk PTFs	0

# WorkHour Impact Report

## Part Time Regular (PTRs)

Page 3 of 4

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 Exceeded from Craft or Installation	NO
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

## Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	13
b. Planned Number of Clerk FTR Positions after Impact	10
c. Estimated Number of Clerk FTR Attrition	0
d. Will there be any Clerk FTRs Exceeded from Craft or Installation	YES
If Yes how Many Clerk FTRs	3
e. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: The removal of CSBCS equipment from the Kaneohe post office and the transfer to the workload to the Honolulu plant where it will be worked on existing automation will result in a need to excess 3 full-time clerks from the installation. By copy of this letter, the Honolulu Cluster is being given authorization to withhold up to 3 full-time residual assignments in the Kaneohe office or , if necessary, in other offices within 100 miles.

# WorkHour Impact Report

Page 4 of 4

## Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-396
b. Planned Reduction in Total OT Hours per Month	-92
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	2,100
f. Total FTE Savings	-4

Impacted Installation: Waipahu Bid Installation

Installation Address: Waipahu, Hawaii

Area Name: Pacific

Impact Type: CSBCS Removal – Transfer of Workload

Date of Impact: 7/10/08

Period (Dates) of Review Performed 12/23/2006 Thru 12/21/2007

Report Prepared By: Linda Shumate

Report Prepared Date: 1/3/08

Phone (626) 855-6446

Reviewed By: Don Takeuchi

# WorkHour Impact Report

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings (C*4)	E Annual Work Hours Savings (C*52)	F Annual FTE Savings (E / G)	G Current FTE Yearly Hour Rate
Total	931	826	-105	-420	-5,460	-3	1,716

## 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	90	9.7%	-39	0		51	6.2%

# 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	

## Part Time Flexible (PTFs)

a. Current Number of Clerk PTFs on Rolls	6
b. Current Total Non-OverTime Clerk PTFs Hours per Month	888
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. Number of Complement Change in Clerk PTFs	0

# WorkHour Impact Report

## Part Time Regular (PTRs)

Page 3 of 4

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
If Yes how Many Clerk PTRs	0
e. Provide Narrative Explaining need for Excessing	

## Full Time Regular (FTRs)

a. Current Number of Clerk FTRs on Rolls	16
b. Planned Number of Clerk FTR Positions after Impact	14
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	2
e. Describe Withholding Area Within Miles Around your Installation	100

f. Provide Narrative Explaining need for Excessing: The Honolulu Cluster will be removing CSBCS equipment from the Waipahu office and the transferring the workload to the Honolulu plant to be worked on automation. This will result in a need to excess two full-time clerks from the bid installation. By copy of this letter, the Honolulu office is being given authorization to withhold up to 2 full-time residual assignments in the Waipahu office and if necessary in other offices within 100 miles.

# WorkHour Impact Report

Page 4 of 4

## Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-264
b. Planned Reduction in Total OT Hours per Month	-156
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in PTF Non-OT Hours per Month	0
e. Total Planned Non-OT Hours per Month	3,100
f. Total FTE Savings	-3