



July 22, 2014

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SUBJECT: APWU Function 4 Withholding Notice - Central Illinois District

As the volume continues to decline throughout the Great Lakes Area and especially in the Central Illinois District, the Postal Service is forced to continue to perform both onsite and administrative reviews of the workhours, workload, and overall operations within its various offices.

Based on an onsite Function 4 review conducted of the workhours and workload, continuous diminished volume and a further reduction of revenue transactions in the below post office within the Central Illinois District it is anticipated that one (1) full-time regular level PS-6 clerk position may be exceeded outside the craft and/or installation.

Pursuant to Article 12.5 (C).5 of the National Agreement to minimize dislocation and inconvenience of the regular work force employees, consistent with the needs of the service, I am authorizing the withholding of one (1) full-time regular level PS-6 clerk positions, a full-time regular mail handler position level PS-5 and below, a full-time regular city carrier position grade one (1), and a custodial position level PS-4 and below be withheld within a 50-mile radius of the office listed below.

The following is the office that the impact is occurring in:

Office	# Employees Impacted	Status of Employee
Melrose Park, IL	1	FTR

Enclosed for your review are the following items:

<ul style="list-style-type: none">Impact Statement	<ul style="list-style-type: none">eFlash Reports
<ul style="list-style-type: none">Function 4 Report;	<ul style="list-style-type: none">LTATS Report
<ul style="list-style-type: none">CSV Complement Reports	<ul style="list-style-type: none">Seniority List;
<ul style="list-style-type: none">PS 1994 reports	

If you have any questions concerning the withholding, please call me.

Nicole Collins-Earley
Area Complement Coordinator

Enclosures

cc: Managers Human Resources – Central Illinois, Chicago, Lakeland
District Managers – Central Illinois, Chicago, Lakeland

