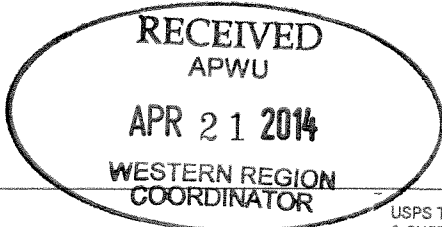


MANAGER, LABOR RELATIONS  
Pacific Area



USPS TRACKING # 9114 9011 8986 6775 8164 65  
& CUSTOMER RECEIPT LABEL (ROLL)  
For Tracking or inquiries go to USPS.com  
or call 1-800-222-1811.

April 18, 2014

Tracking Number \_\_\_\_\_

Omar Gonzalez  
Western Regional Coordinator, APWU  
1350 Old Bayshore HWY. Suite 360  
Burlingame, CA 94010

This is to advise you of the intent of the Santa Ana District to utilize the provisions of Article 12.5.C.5 of the National Agreement to involuntarily reassign one (1) Part Time Regular Laborer Custodial employee from the craft and/or installation at the Chino Hills bid installation (Event 45642). This impact is based on the 4852, Workload and Analysis Summary.

The impacted employees will be notified of his/her involuntary reassignment by separate letter.

By copy of this notice, we will withhold one (1) part-time regular residual assignment in the mail handler and/or custodial crafts in sites within a 50 mile radius of the impacted bid cluster for placement of the impacted employees.

Attached you will find copies of the automated impact statement, the operational data that supports the excessing, the list of sites at which withholding has been authorized and the names of the impacted employees.

Please include this impact on the agenda for our next meeting. If you have any questions you may contact me at (858) 674-3193 or Linda Shumate, Area Complement Coordinator at (858) 674-3183.

*Jay Roberts*  
Jay Roberts  
Manager, Labor Relations

Attachments

- cc: Area Manager Operations Support
- Area Manager, Human Resources
- Area Manager, Finance
- Area Manager, In-Plant Support
- District Manager, Santa Ana District
- Area Complement Coordinator with attachments
- Manager, Human Resources – Santa Ana District with attachments
- District Complement Coordinator, Santa Ana District with attachments
- Richard Siu, NPMHU with attachments
- HRA (2) with attachments

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 M. Gonzalez, Coordinator

## WorkHour Impact Report

<b>Impacted Bid Cluster</b>	CHINO HILLS POST OFFICE
<b>Installation Address</b>	Event 45642
<b>Area Name</b>	PACIFIC
<b>Impact Type</b>	Reduction Other Than by Attrition
<b>Date of Impact</b>	06/14/2014
<b>Period (Dates) of Review Performed</b>	02/16/2013 thru 02/28/2014
<b>Report Prepared By</b>	Joseph Badalewski
<b>Report Prepared Date</b>	04/11/2014
<b>Reviewed By</b>	Abelardo Munoz
<b>Phone</b>	(714) 662-6300

# WorkHour Impact Report

Craft = MAINTENANCE

	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	75	62	-13	-52	-676	0	1612

## 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 MAINTENANCE Casuals on Rolls	0
b. Current Total Non-OverTime MAINTENANCE Casuals Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE Casuals Hours per Month	0
d. Number of MAINTENANCE Casuals that will have Reduced Hours	0
e. Number of MAINTENANCE Casuals that will be Terminated	0
f. Number of MAINTENANCE Casuals Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining MAINTENANCE Casuals	
There are no casuals in the craft.	

## Mail Handler (MHAs)

a. Current Number of MAINTENANCE MHAs on Rolls	0
b. Current Total Non-OverTime MAINTENANCE MHA Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE MHA Hours per Month	0
d. Number of MAINTENANCE MHAs that will have Reduced Hours	0
e. Number of MAINTENANCE MHAs that will be Terminated	0
f. Number of MAINTENANCE MHAs Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining MAINTENANCE MHAs	
There are no MHAs in the craft.	

## Part Time Flexible (PTFs)

a. Current Number of MAINTENANCE PTFs on Rolls	0
b. Current Total Non-OverTime MAINTENANCE PTFs Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE PTFs Hours per Month	0
d. Number of MAINTENANCE PTFs that will have Reduced Hours	0
e. Will there be any MAINTENANCE PTFs Excessed from Craft or Installation	NO
If Yes how Many MAINTENANCE PTFs	0
f. Provide Narrative Explaining need for Excessing	
There are no PTFs in the craft.	

## City Carrier Assistant (CCAs)

a. Current Number of MAINTENANCE CCAs on Rolls	0
b. Current Total Non-OverTime MAINTENANCE CCA Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE CCA Hours per Month	0

- d. Number of MAINTENANCE CCAs that will have Reduced Hours 0
- e. Number of MAINTENANCE CCAs that will be Terminated 0
- f. Number of MAINTENANCE CCAs Remaining After Impact 0
- g. Provide Narrative Justifying need for Remaining MAINTENANCE CCAs  
There are no CCAs in the craft.

**Postal Support Employees (PSE)**

- a. Current Number of MAINTENANCE PSE on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE PSE Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE PSE Hours per Month 0
- d. Number of MAINTENANCE PSE that will have Reduced Hours 0
- e. Number of MAINTENANCE PSE that will be Terminated 0
- f. Number of MAINTENANCE PSE Remaining After Impact 0
- g. Provide Narrative Justifying need for Remaining MAINTENANCE PSE  
There are no PSEs in the bid installation.

# WorkHour Impact Report

## Part Time Regular (PTRs)

a. Current Number of MAINTENANCE PTRs on Rolls	1
b. Planned Number of MAINTENANCE PTR Positions after Impact	0
c. Estimated Number of MAINTENANCE PTR Attrition	0
d. Will there be any MAINTENANCE PTRs Excessed from Craft or Installation	YES
MAINTENANCE PTRs	1

e. Provide Narrative Explaining need for Excessing

A review of the data shows a need to excess 1 PTR from the bid installation.

## Full Time Regular (FTRs)

a. Current Number of MAINTENANCE FTRs on Rolls	2
b. Planned Number of MAINTENANCE FTR Positions After Impact	2
c. Estimated Number of MAINTENANCE FTR Attrition	0
d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation	NO
If Yes how Many MAINTENANCE FTRs	0

e. Provide Narrative Explaining need for Excessing

Office will retain the 2 FT employees currently on the rolls.

# WorkHour Impact Report-MAINTENANCE

## Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-52
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 MHA Non-OT Hours per Month	0
e. Planned Reduction in PTF Non-OT Hours per Month	0
f. Planned Reduction in CCA Non-OT Hours per Month	0
g. Planned Reduction in PSE Non-OT Hours per Month	0
h. Total Planned Non-OT Hours per Month	248
i. Total FTE Savings	0

## WorkHour Impact Report

<b>Impacted Bid Cluster</b>	CHINO HILLS POST OFFICE
<b>Installation Address</b>	Event 45642
<b>Area Name</b>	PACIFIC
<b>Impact Type</b>	Reduction Other Than by Attrition
<b>Date of Impact</b>	06/14/2014
<b>Period (Dates) of Review Performed</b>	02/16/2013 thru 02/28/2014
<b>Report Prepared By</b>	Joseph Badalewski
<b>Report Prepared Date</b>	04/11/2014
<b>Reviewed By</b>	Abelardo Munoz
<b>Phone</b>	(714) 662-6300



# WorkHour Impact Report

Craft = MAINTENANCE

	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	75	62	-13	-52	-676	0	1612

## 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 MAINTENANCE Casuals on Rolls	0
b. Current Total Non-OverTime MAINTENANCE Casuals Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE Casuals Hours per Month	0
d. Number of MAINTENANCE Casuals that will have Reduced Hours	0
e. Number of MAINTENANCE Casuals that will be Terminated	0
f. Number of MAINTENANCE Casuals Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining MAINTENANCE Casuals	
There are no casuals in the craft.	

## Mail Handler (MHAs)

a. Current Number of MAINTENANCE MHAs on Rolls	0
b. Current Total Non-OverTime MAINTENANCE MHA Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE MHA Hours per Month	0
d. Number of MAINTENANCE MHAs that will have Reduced Hours	0
e. Number of MAINTENANCE MHAs that will be Terminated	0
f. Number of MAINTENANCE MHAs Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining MAINTENANCE MHAs	
There are no MHAs in the craft.	

## Part Time Flexible (PTFs)

a. Current Number of MAINTENANCE PTFs on Rolls	0
b. Current Total Non-OverTime MAINTENANCE PTFs Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE PTFs Hours per Month	0
d. Number of MAINTENANCE PTFs that will have Reduced Hours	0
e. Will there be any MAINTENANCE PTFs Excessed from Craft or Installation	NO
If Yes how Many MAINTENANCE PTFs	0
f. Provide Narrative Explaining need for Excessing	
There are no PTFs in the craft.	

## City Carrier Assistant (CCAs)

a. Current Number of MAINTENANCE CCAs on Rolls	0
b. Current Total Non-OverTime MAINTENANCE CCA Hours per Month	0
c. Planned Reduction in Total Non-OverTime MAINTENANCE CCA Hours per Month	0

- d. Number of MAINTENANCE CCAs that will have Reduced Hours 0
- e. Number of MAINTENANCE CCAs that will be Terminated 0
- f. Number of MAINTENANCE CCAs Remaining After Impact 0
- g. Provide Narrative Justifying need for Remaining MAINTENANCE CCAs  
There are no CCAs in the craft.

**Postal Support Employees (PSE)**

- a. Current Number of MAINTENANCE PSE on Rolls 0
- b. Current Total Non-OverTime MAINTENANCE PSE Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAINTENANCE PSE Hours per Month 0
- d. Number of MAINTENANCE PSE that will have Reduced Hours 0
- e. Number of MAINTENANCE PSE that will be Terminated 0
- f. Number of MAINTENANCE PSE Remaining After Impact 0
- g. Provide Narrative Justifying need for Remaining MAINTENANCE PSE  
There are no PSEs in the bid installation.

# WorkHour Impact Report

## Part Time Regular (PTRs)

a. Current Number of MAINTENANCE PTRs on Rolls	1
b. Planned Number of MAINTENANCE PTR Positions after Impact	0
c. Estimated Number of MAINTENANCE PTR Attrition	0
d. Will there be any MAINTENANCE PTRs Excessed from Craft or Installation	YES
MAINTENANCE PTRs	1

e. Provide Narrative Explaining need for Excessing

A review of the data shows a need to excess 1 PTR from the bid installation.

## Full Time Regular (FTRs)

a. Current Number of MAINTENANCE FTRs on Rolls	2
b. Planned Number of MAINTENANCE FTR Positions After Impact	2
c. Estimated Number of MAINTENANCE FTR Attrition	0
d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation	NO
If Yes how Many MAINTENANCE FTRs	0

e. Provide Narrative Explaining need for Excessing

Office will retain the 2 FT employees currently on the rolls.

# WorkHour Impact Report-MAINTENANCE

## Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-52
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 MHA Non-OT Hours per Month	0
e. Planned Reduction in PTF Non-OT Hours per Month	0
f. Planned Reduction in CCA Non-OT Hours per Month	0
g. Planned Reduction in PSE Non-OT Hours per Month	0
h. Total Planned Non-OT Hours per Month	248
i. Total FTE Savings	0

U.S. POSTAL SERVICE

WORKLOAD ANALYSIS AND SUMMARY

POST OFFICE CHINO HILLS MAIN OFF  
 STATE AND ZIP CODE 14071 PEYTON DR  
 UNIT CA, 91709-9998

GROSS INTERIOR AREA 27,783  
 EXTERIOR PAVED 132,046  
 EXTERIOR UNPAVED 7,752

Line No	JOB REQUIRMENT (A)	Operation (B)	UNIT OF MEASURE (C)	MINUTES PER SQ.FT OR UNIT (D)	WEEKLY QUANTITY (E)	WEEKLY MINS. (F)	Line No	JOB REQUIRMENT (G)	Operation (H)	UNIT OF MEASURE (J)	MINUTES PER SQ.FT OR UNIT (K)	QTY (L)	Frequency (M)	ANNUAL MINS. (N)	
1	Workroom Toilets	CL	FX	4.5000	72	324.00	33	LF (Feather)	DUST	FX	0.2500	370	4.0	370.00	
2		PL	FX	1.5000	0	0.00	34	(Cloth)	DUST	FX	1.5000	0	0.0	0.00	
3	Office Toilets	CL	FX	4.0000	12	48.00	35	(Vacuum)	DUST	FX	1.0000	0	0.0	0.00	
4	Lunch/Swing RMS	CL	SF	0.0320	3480	111.36	36	LF (Scourge)	WASH	FX	10.0000	370	1.0	3700.00	
5		PL	SF	0.0126	0	0.00	37	(Lower Tank)	WASH	FX	8.8000	0	0.0	0.00	
6		WM	SF	0.0300	0	0.00	38	(Lower Machine)	WASH	FX	5.0000	0	0.0	0.00	
7	Locker RMS	CL	SF	0.0240	1368	33.26	39	Veneian Blinds	DUST	BL	5.0000	12	2.0	120.00	
8		PL	SF	0.0090	1386	11.08	40	Veneian Blinds	WASH	BL	30.0000	12	1.0	360.00	
9		WM	SF	0.0300	0	0.00	41	Lobby Glass	WASH	SF	0.1790	2900	12.0	6228.00	
10	Workrooms	CL	SF	0.0108	36096	382.82	42	Exterior Glass	WASH	SF	0.1790	422	2.0	181.08	
11		PL	SF	0.0053	73180	387.85	43	Interior Glass	WASH	SF	0.1790	15	4.0	10.74	
12	Offices	CL	SF	0.0375	5292	199.45	44	WR Pipes and Ducts	DUST	SF	0.0690	4337	3.0	299.25	
13	Supply RMS	CL	SF	0.0120	0	0.00	45	Other Pipes and Ducts	DUST	SF	0.0480	0	0.0	0.00	
14	Freight Elevators	PL	EA	10.0000	0	0.00	46	Lockout Gallery	CL	LF	0.4800	280	4.0	537.60	
15	Passenger Elevators	CL	EA	20.0000	0	0.00	47	Carrier Cases	CL	EA	4.0000	168	1.0	672.00	
16	EXT Police	PL	SF	5.0012	139798	187.76	48	Other Cases	DUST	EA	1.5000	1	1.0	1.50	
17	Platforms	CL	SF	0.0108	5505	58.35	49	Ext. Paved (Broom)	SWEEP	SF	0.0060	0	52.0	0.00	
18		PL	SF	0.0053	3570	19.45	50	Ext. Paved (Power Vac)	SWEEP	SF	0.0040	32046	52.0	27485.57	
19	Service/Box Lobby	CL	SF	0.0160	14995	239.92	51	Ext. Paved (Rider)	SWEEP	SF	0.0012	0	52.0	0.00	
20		WM	SF	0.0020	0	0.00	52	Active Storage	CL	SF	0.0120	650	12.0	93.60	
21		PL	SF	0.0300	2989	89.37	53	Inactive Storage	CL	SF	0.0120	168	4.0	7.97	
22		VS	SF	0.0064	0	0.00	54	Resilient FL	DM	SF	0.0190	0	0.0	0.00	
23		DM	SF	0.0190	2989	44.99	55	Resilient FL	INT	SF	0.2400	686	0.0	0.00	
24	Stairways 12	CL	FL	6.0000	0	0.00	56	Resilient FL	PERI	SF	0.0960	18810	3.0	5417.28	
25		PL	FL	2.4000	0	0.00	57	Terrazzo FL	INT	SF	0.2400	0	0.0	0.00	
26	Corridors	CL	SF	0.0060	48	0.29	58	Terrazzo FL	PERI	SF	0.1200	0	0.0	0.00	
27		DM	SF	0.0150	48	0.72	59	Concrete FL	INT	SF	0.2400	2323	1.0	556.95	
28		VS	SF	0.0064	0	0.00	60	Concrete FL	PERI	SF	0.0960	2323	1.0	221.58	
29		PL	SF	0.0020	72	0.14	61	Carpet	SHAMP	SF	0.2400	1263	1.0	306.72	
30	Shop Area	CL	SF	0.0120	3150	37.80	62	Carpet	SPOT	SF	0.1200	0	0.0	0.00	
31	Jan Closet	CL	EA	10.0000	10	100.00	63	Wood FL	INT	SF	0.2400	0	0.0	0.00	
							64	Wood FL	PERI	SF	0.1200	0	0.0	0.00	
							65	Lawns (Push)	MOW	SF	0.0120	7752	12.0	1118.29	
							66	Lawns (Rider)	MOW	SF	0.0060	0	0.0	0.00	
							67	Hedges/Shrubs	TRIM	LF	1.2000	548	2.0	2035.20	
							68	Snow	REMOV	SF	0.0150	0	0.0	0.00	
							69	PO Box	CL	EA	2.0000	2402	1.0	4804.00	
32	SUBTOTAL					2,256.02		70	Walls	WASH	SF	0.1380	574	1	90.01
							71	Ceramic FL	PERI	SF	0.1200	3677	3	1323.72	
							72	Ceramic FL	INT	SF	0.2400	93	0	0.00	
							74	FLAG RAISE-LOWER	ADMIN	EA	5.0000	300	2	3000.00	
							73	Ceramic FL	INT	SF	0.2400	3677	1	882.48	

(O) WORK HOUR CALCULATIONS (P)

A	MULTI TOTAL LINE 32 BY 52 WEEKS	117,313.15	MIN/YR
B	ENTER TOTAL FROM LINE 76	64,385.02	MIN/YR
C	TOTAL LINE A and B	181,698.17	MIN/YR
D	DIVIDE LINE C BY 60 MIN	3,028.27	WH/YR
E	MULTI LINE D BY % (IRG)	30.28	HYR
F	MULTI LINE D BY % (BREAKS)	189.27	HYR
G	MULTI LINE D BY % (WASH UPS)	62.99	HYR
H	TOTAL LINE D + E + F + G	3,310.81	WH/YR
J	DIVIDE LINE H BY 52	63.67	WK HRSWK
K	DIVIDE LINE H BY 1760	1.9	WORK YRS
L	TOTAL EMPLOYEES	1.9	

76 SUBTOTAL 64,385.02

REVIEWED BY: MSC MGR, DIR, PLANT MAINTENANCE

DATE:

APPROVED BY: MSC MANAGER/POST MASTER-BMC MANAGER

DATE:

PS Form 11-17-82 4852 APR-11-14 11:44 AM

MS4300.rdf -- eMS-47 ver.1.0

U.S. POSTAL SERVICE  
**WORKLOAD ANALYSIS AND SUMMARY**

POST OFFICE CHINO HILLS MAIN OFF  
 STATE AND ZIP CODE 14071 PEYTON DR  
 UNIT CA, 91709-9998

GROSS INTERIOR AREA 27,783  
 EXTERIOR PAVED 132,046  
 EXTERIOR UNPAVED 7,752

Line No	JOB REQUIRMENT	Operation	UNIT OF MEASURE	MINUTES PER SQ. FT. OR UNIT	WEEKLY QUANTITY	WEEKLY MINS.	Line No	JOB REQUIRMENT	Operation	UNIT OF MEASURE	MINUTES PER SQ. FT. OR UNIT	QTY	Frequency	ANNUAL MINS.
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(J)	(K)	(L)	(M)	(N)		
1	Workroom Toilets	CL	FX	4.5000	0	0.00	33	LF (Feather)	DUST	FX	0.2500	0	0.0	0.00
2		PL	FX	1.8000	0	0.00	34	(Cloth)	DUST	FX	1.5000	0	0.0	0.00
3	Office Toilets	CL	FX	4.0000	0	0.00	35	(Vacuum)	DUST	FX	1.0000	0	0.0	0.00
4	Lunch/Swing RMS	CL	SF	0.0320	0	0.00	36	LF (Sponge)	WASH	FX	10.0000	0	0.0	0.00
5		PL	SF	0.0108	0	0.00	37	(Louver Tank)	WASH	FX	8.8900	0	0.0	0.00
6		WM	SF	0.0300	0	0.00	38	(Louver Machine)	WASH	FX	5.0000	0	0.0	0.00
7	Locker RMS	CL	SF	0.0240	0	0.00	39	Venetian Blinds	DUST	BL	5.0000	0	0.0	0.00
8		PL	SF	0.0080	0	0.00	40	Other Pipes and Ducts	WASH	BL	30.0000	0	0.0	0.00
9		WM	SF	0.0300	0	0.00	41	Lobby Glass	WASH	SF	0.1790	0	0.0	0.00
10	Workrooms	CL	SF	0.0106	0	0.00	42	Exterior Glass	WASH	SF	0.1790	0	0.0	0.00
11		PL	SF	0.0053	0	0.00	43	Interior Glass	WASH	SF	0.1790	0	0.0	0.00
12	Offices	CL	SF	0.0375	0	0.00	43	Interior Glass	WASH	SF	0.1790	245	2.0	84.87
13	Supply RMS	CL	SF	0.0120	0	0.00	44	WR Pipes and Ducts	DUST	SF	0.0690	0	0.0	0.00
14	Freight Elevators	PL	EA	10.0000	0	0.00	45	Other Pipes and Ducts	DUST	SF	0.0480	0	0.0	0.00
15	Passenger Elevators	CL	EA	20.0000	0	0.00	46	Locket Gallery	CL	LF	0.4800	0	0.0	0.00
16	EXT Police	PL	SF	0.0012	0	0.00	47	Carrier Cases	CL	EA	4.0000	0	0.0	0.00
17	Platforms	CL	SF	0.0106	0	0.00	48	Other Cases	DUST	EA	1.5000	0	0.0	0.00
18		PL	SF	0.0053	0	0.00	49	Ext. Paved (Broom)	SWEEP	SF	0.0060	0	0.0	0.00
19	Service/Box Lobby	CL	SF	0.0160	0	0.00	50	Ext. Paved (Power Vac)	SWEEP	SF	0.0040	0	0.0	0.00
20		PL	SF	0.0020	0	0.00	51	Ext. Paved (Rider)	SWEEP	SF	0.0012	0	0.0	0.00
21		WM	SF	0.0300	0	0.00	52	Active Storage	CL	SF	0.0120	0	0.0	0.00
22		VS	SF	0.0064	0	0.00	53	Inactive Storage	CL	SF	0.0120	0	0.0	0.00
23		DM	SF	0.0150	0	0.00	54	Resilient FL	DM	SF	0.0150	0	0.0	0.00
24	Stairways 18	CL	FL	10.0000	0	0.00	55	Resilient FL	INT	SF	0.2400	0	0.0	0.00
25		PL	FL	2.4000	0	0.00	55	Resilient FL	INT	SF	0.2400	18710	1.0	4514.40
26	Corridors	CL	SF	0.0060	0	0.00	56	Resilient FL	PERI	SF	0.0960	0	0.0	0.00
27		DM	SF	0.0150	0	0.00	57	Terrazzo FL	INT	SF	0.2400	0	0.0	0.00
28		VS	SF	0.0064	0	0.00	58	Terrazzo FL	PERI	SF	0.1200	0	0.0	0.00
29		PL	SF	0.0020	0	0.00	59	Concrete FL	INT	SF	0.2400	0	0.0	0.00
30	Shop Area	CL	SF	0.0120	0	0.00	60	Concrete FL	PERI	SF	0.0960	0	0.0	0.00
31	Jan Closet	CL	EA	10.0000	0	0.00	61	Carpet	SHAMP	SF	0.2400	0	0.0	0.00
							62	Carpet	SPOT	SF	0.1200	0	0.0	0.00
							63	Wood FL	INT	SF	0.2400	0	0.0	0.00
							64	Wood FL	PERI	SF	0.1200	0	0.0	0.00
							65	Lawns (Push)	MOW	SF	0.0120	0	0.0	0.00
							66	Lawns (Rider)	MOW	SF	0.0060	0	0.0	0.00
							67	Hedges/Shrubs	TRIM	LF	1.2000	0	0.0	0.00
							68	Snow	REMOV	SF	0.0150	0	0.0	0.00
							69	PO Box	CL	EA	2.0000	0	0.0	0.00

32 SUBTOTAL 2,256.02

(O) WORK HOUR CALCULATIONS (P)

A	MULTI TOTAL LINE 32 BY 52 WEEKS	117,313.15	MIN/YR
B	ENIR TOTAL FROM LINE 76	64,383.02	MIN/YR
C	TOTAL LINE A and B	181,696.17	MIN/YR
D	DIVIDE LINE C BY 60 MIN	3,028.27	WH/YR
E	MULTI LINE D BY % (IRC)	30.28	HYR
F	MULTI LINE D BY % (BREAKS)	189.27	HYR
G	MULTI LINE D BY % (WASH UPS)	62.99	HYR
H	TOTAL LINE D + E + F + G	3,310.81	WH/YR
J	DIVIDE LINE H BY 52	63.67	WK HRS/WK
K	DIVIDE LINE H BY 1760	1.9	WORK YRS
L	TOTAL EMPLOYEES	1.9	

76 SUBTOTAL 64,383.02

REVIEWED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
 MSC MGR, DIR, PLANT MAINTNANCE  
 PS Form 11-17-82 4852 APR-11-14 11:44 AM

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
 MSC MANAGER/POSTMASTER-BMC MANAGER

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
51535	CHINO HILLS PO	CRUZ	HORACIO	R	3267646	95039569	LABORER CUSTODIAL	4	366	3B	38	8/24/2000	1