

MANAGER, LABOR RELATIONS,  
Pacific Area

RECEIVED  
APWU  
MAY 28 2014  
WESTERN REGION  
COORDINATOR



EM674165391US

May 27, 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 San Francisco District to utilize the provisions of Article 12.5.C.5 of the National Agreement to involuntarily reassign nineteen (19) full-time clerks from the craft and/or installation at the North Bay bid installation (Event 46523). This impact is based on a Function 1 baseline staffing model which incorporates the impact of load leveling on operations.

The impacted employees will be notified of their involuntary reassignment by separate letter.

By copy of this notice, we will withhold nineteen (19) full-time residual assignments in the clerk, carrier, 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

Pacific Area Local(s)  
 Western Area Local(s)  
 So. West Area Local(s)

Attachments

Withholding Info  
 Staffing  
 Status  
 Griev. Administration  
 Please take action and reduce issues to writing  
 Comments

- cc: Area Manager Operations Support
- Area Manager, Human Resources
- Area Manager, Finance
- Area Manager, In-Plant Support
- District Manager, San Francisco District
- Area Complement Coordinator with attachments
- Manager, Human Resources – San Francisco District with attachments
- District Complement Coordinator, San Francisco District with attachments
- Chris Jackson, NALC with attachments
- David Ross, NPMHU with attachments
- TC's (2) with attachments

*Omar Gonzalez*  
Omar Gonzalez, Coordinator

## WorkHour Impact Report

<b>Impacted Bid Cluster</b>	NORTH BAY POST OFFICE
<b>Installation Address</b>	Event 46523
<b>Area Name</b>	PACIFIC
<b>Impact Type</b>	Reduction Other Than by Attrition
<b>Date of Impact</b>	11/21/2014
<b>Period (Dates) of Review Performed</b>	05/25/2013 thru 05/23/2014
<b>Report Prepared By</b>	Jose Nuno
<b>Report Prepared Date</b>	05/23/2014
<b>Reviewed By</b>	David Stowe
<b>Phone</b>	(415) 550-5591

## 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	3981	3309	-672	-2688	-34944	-20	1716

### 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	135	3.4%	-25.65	0		109	3.3%

## 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	
There are no casuals in this office.	

### Mail Handler (MHAs)

a. Current Number of CLERK MHAs on Rolls	0
b. Current Total Non-OverTime CLERK MHA Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK MHA Hours per Month	0
d. Number of CLERK MHAs that will have Reduced Hours	0
e. Number of CLERK MHAs that will be Terminated	0
f. Number of CLERK MHAs Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining CLERK MHAs	
MHAs are not allowed in the clerk craft	

### 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 Excessed from Craft or Installation	NO
If Yes how Many CLERK PTFs	0
f. Provide Narrative Explaining need for Excessing	
There are no PTFs in the NB plant.	

### City Carrier Assistant (CCAs)

a. Current Number of CLERK CCAs on Rolls	0
b. Current Total Non-OverTime CLERK CCA Hours per Month	0
c. Planned Reduction in Total Non-OverTime CLERK CCA Hours per Month	0
d. Number of CLERK CCAs that will have Reduced Hours	0
e. Number of CLERK CCAs that will be Terminated	0

- f. Number of CLERK CCAs Remaining After Impact 0
- g. Provide Narrative Justifying need for Remaining CLERK CCAs  
CCAs are not authorized in the Clerk craft.

**Postal Support Employees (PSE)**

- a. Current Number of CLERK PSE on Rolls 15
- b. Current Total Non-OverTime CLERK PSE Hours per Month 2100
- c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month -180
- d. Number of CLERK PSE that will have Reduced Hours 15
- e. Number of CLERK PSE that will be Terminated 0
- f. Number of CLERK PSE Remaining After Impact 15
- g. Provide Narrative Justifying need for Remaining CLERK PSE  
Reduce PSEs.

*BASELINE  
HRS 14  
PSES*

# 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	
There's no PTFs in the NB plant.	

## Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	106
b. Planned Number of CLERK FTR Positions After Impact	87
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	19
e. Provide Narrative Explaining need for Excessing	
Due to the function 1 baseline it will be necessary to excess 19 Ft clerk from the craft and /or installation.	

# WorkHour Impact Report-CLERK

## Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-2508
b. Planned Reduction in Total OT Hours per Month	-103
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	-180
h. Total Planned Non-OT Hours per Month	13236
i. Total FTE Savings	-20

# North Bay P&DC Baseline Staffing Model

File date: April 21, 2014

	WebCOINS		Proposed Staffing		SDO Ratio (1:25)		MDO Ratio (1:22 - 1:25)	
	On-Rolls (as of 03/06/14)		Clerk	MH	Current	Earned	Current	Earned
	Clerk	MH						
<b>Tour 1</b>	86	33	92	37	0	5	0	1
(ORNA subset ->)	0	0	0	0				
<b>Tour 2</b>	4	7	3	5	1	0	0	0
(ORNA subset ->)	0	0	0	0				
<b>Tour 3</b>	17	24	4	16	3	1	1	0
(ORNA subset ->)	2	0	2	0				
<b>Total</b>	107	64	99	58	4	6	1	1
ORNA/NRP--NOT LDC 67 (long-term unavailable only)	2	0	2	0	0	0	0	0
<b>Total F1</b>	107	64	101	58	4	6	1	1
LDC 67 (Clerk, MH, EAS)	6	0	6	0	0	0	0	0
<b>Grand Total</b>	113	64	107	58	4	6	1	1

Craft Ratios	On-Rolls		Proposed		50% or more of Career Clerks Up to 50% of Career Clerks* Up to 20% of Full Time Clerks
<b>Clerk</b>					
FT	93	86.9%	74	84.1%	
NTFT	0	0.0%	0	0.0%	
PSE	14	13.1%	14	15.9%	
	107	100.0%	88	100.0%	
<b>Mail Handler</b>					
FT	57	89.1%	42	85.7%	
PTR	3	4.7%	3	6.1%	
PTF	0	0.0%	0	0.0%	
MHA	4	6.3%	4	8.2%	
Casual	0	0.0%	0	0.0%	
	64	100.0%	49	100.0%	

	Clerk	MH	Total Craft
Proposed Staffing	88	49	137
Current Staffing (WebCoins On-Rolls)	107	64	171
<b>+/- Current</b>	-19	-15	-34

**MPV Impacts:**

Use last four non-holiday weeks data, if feasible; enter MPV % achievement, Work Hr Opportunity and # of weeks below.	<b>Data Source: Variance WebSite/MPV</b>	<b>North Bay P&amp;DC-- File date: April 21, 2014</b>	If workload is added from other f: must be converted to Earned Hou same multiple of weeks shown in and then added to Cell D46 and s from Cell D47.
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FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
55439	NORTH BAY P&DC	GOROSTIZA	LEO		3109381	70812948	GENERAL EXPEDITOR	7	110	1	17	9/22/1973	1
55439	NORTH BAY P&DC	FAHY	JAMES	P	3109863	70966792	MAIL PROCESSING CLERK	6	110	1	18	10/25/1977	1
55439	NORTH BAY P&DC	MULLER	STEVEN	B	3260966	70232951	MAIL PROCESSING CLERK	6	110	1	12	6/12/1978	1
55439	NORTH BAY P&DC	LIGUID	REBECCA	O	3089171	95672610	MAIL PROCESSING CLERK	6	110	1	18	3/24/1979	2
55439	NORTH BAY P&DC	PATTON	CHRISTINE	J	3394894	70906759	MAIL PROCESSING CLERK	6	110	1	11	11/15/1980	1
55439	NORTH BAY P&DC	GARCIA	SUSAN		3096606	95662680	MAIL PROCESSING CLERK	6	110	1	18	9/19/1981	1
55439	NORTH BAY P&DC	MAC DONALD	WILLIAM	R	3372674	95503747	MAIL PROCESSING CLERK	6	110	1	14	4/17/1982	1
55439	NORTH BAY P&DC	YANG	CHARLIE		3377315	70410195	GENERAL EXPEDITOR	7	110	1	17	5/1/1982	1
55440	NORTH BAY PO	GRAY SENNETTE	DIANA	M	3048764	95710069	SALES, SVCS/D ISTRIBUTION ASSOC	6	110	4	45	9/18/1982	3
55440	NORTH BAY PO	FISHER	DEBORAH	K	3076240	70666681	SALES, SVCS/D ISTRIBUTION ASSOC	6	110	4	45	4/30/1983	1
55439	NORTH BAY P&DC	HERMAN	PATRICIA	L	3259251	70282189	MAIL PROCESSING CLERK	6	110	1	12	7/23/1983	2

55439	NORTH BAY P&DC	SMITH	BRETT	A	3216945	70906970	MAIL PROCESSING CLERK	110	1	11	11/27/1993	7
55439	NORTH BAY P&DC	MARTINEZ	ARMANDO		3184214	70906950	MAIL PROCESSING CLERK	110	1	11	12/11/1993	1
55439	NORTH BAY P&DC	GARDEA	JAMES	D	3073383	95676332	MAIL PROCESSING CLERK	110	1	11	1/22/1994	3
55439	NORTH BAY P&DC	MOK	RITHY		3112014	70906961	MAIL PROCESSING CLERK	110	1	11	2/19/1994	1
55439	NORTH BAY P&DC	MISLANG	ZENAIDA	P	2973845	70906971	MAIL PROCESSING CLERK	110	1	11	7/9/1994	1
55439	NORTH BAY P&DC	MITCHELL	RONALD	C	3050004	95768678	MAIL PROCESSING CLERK	110	1	11	7/9/1994	2
55439	NORTH BAY P&DC	MATZEN	CARL	A	3157946	95644003	MAIL PROCESSING CLERK	110	1	11	7/9/1994	3
55439	NORTH BAY P&DC	ALFONSO	GERILYN	S	3408379	95700976	MAIL PROCESSING CLERK	110	1	11	7/9/1994	4
55439	NORTH BAY P&DC	EBUEN JR	ERNESTO	E	3296002	71086353	MAIL PROCESSING CLERK	110	1	11	7/23/1994	1
55439	NORTH BAY P&DC	TECH	DARY	L	3017320	70906962	MAIL PROCESSING CLERK	110	1	11	7/23/1994	4
55439	NORTH BAY P&DC	LIWAG	ROSELDO	C	3248620	95764664	MAIL PROCESSING CLERK	110	1	11	2/4/1995	2
55439	NORTH BAY P&DC	JOINER	DEBRA	E	3138224	95741061	MAIL PROCESSING CLERK	110	1	11	3/4/1995	1

*shpach*

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
55439	NORTH BAY P&DC	GUERRERO	ENRIQUE	L	3173360	95840617	MAIL PROCESSING CLERK	6	110	1	11	10/12/1996	2
55439	NORTH BAY P&DC	HARINA	ROMEO	F	2991196	95859431	PARCEL POST DIST-MACHINE	6	110	1	11	11/9/1996	1
55439	NORTH BAY P&DC	RICASA	MARCELINO	Y	3336932	95522161	MAIL PROCESSING CLERK	6	110	1	11	2/15/1997	1
55439	NORTH BAY P&DC	WONG	SHARON ROSE	D	3325402	71086354	MAIL PROCESSING CLERK	6	110	1	11	3/1/1997	2
55439	NORTH BAY P&DC	LIGUID	VERGIE	R	3182156	70906963	MAIL PROCESSING CLERK	6	110	1	11	7/19/1997	5
55439	NORTH BAY P&DC	ALFONSO	RAMON	Y	2985881	70906964	MAIL PROCESSING CLERK	6	110	1	11	8/2/1997	2
55439	NORTH BAY P&DC	FREDELUCES	MARY ANN	A	3073872	95649195	MAIL PROCESSING CLERK	6	110	1	14	10/25/1997	3
55439	NORTH BAY P&DC	BUTKOWSKI	DIANA	L	3041482	70906955	MAIL PROCESSING CLERK	6	110	1	11	11/22/1997	4
55439	NORTH BAY P&DC	SALVANTE	BENJAMIN	C	3267760	70906952	MAIL PROCESSING CLERK	6	110	1	11	11/22/1997	5
55439	NORTH BAY P&DC	GROSSI	BEVERLY	M	3225316	70906965	MAIL PROCESSING CLERK	6	110	1	11	12/6/1997	2
55439	NORTH BAY P&DC	SAPIEN	LORRAINE		3308028	70385868	MAIL PROCESSING CLERK	6	110	67	67	3/14/1998	3

*Checked*

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
55439	NORTH BAY P&DC	REGAN TUCKER	ESPERANZA	A	3125115	95701052	MAIL PROCESSING CLERK	6	110	1	11	6/20/1998	1
55439	NORTH BAY P&DC	GER	LIHUA	C	3116418	70906953	MAIL PROCESSING CLERK	6	110	1	11	7/18/1998	2
55439	NORTH BAY P&DC	MARTINEZ	DANNY	D	3572451	70282175	MAIL PROCESSING CLERK	6	110	1	11	3/19/2005	9
55439	NORTH BAY P&DC	GARCIA	MARIAANA		3576276	70708025	LEAD MAIL PROCESSING CLERK	7	110	1	11	4/2/2005	6
55439	NORTH BAY P&DC	JAYME	GERALDINE	O	3575338	70906956	MAIL PROCESSING CLERK	6	110	1	11	4/2/2005	7
55439	NORTH BAY P&DC	EBUEN	BELEN	E	3577865	70906968	MAIL PROCESSING CLERK	6	110	1	11	4/16/2005	2
55439	NORTH BAY P&DC	BUNKER	AKEMI	M	3515317	70282127	MAIL PROCESSING CLERK	6	110	1	11	6/24/2006	5

*Directed*