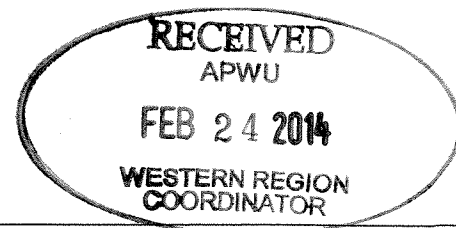


MANAGER, LABOR RELATIONS  
Pacific Area



February 20, 2014

USPS TRACKING # **9114 9010 7574 2696 4449 57**  
& CUSTOMER RECEIPT For Tracking or inquiries go to USPS.com  
or call 1-800-222-1811.

Richard Siu  
Western Regional Director  
NPMHU CAD Field Office (AD)  
11990 Grant Street, Suite 410  
Northglenn, CO 80233-1136

This is to advise you of the intent of the Santa Ana District to utilize the provisions of Article 12.6.C.5 of the National Agreement to involuntarily reassign fifteen (15) full-time mail handlers from the craft and/or installation at the Santa Ana bid installation (Event 45240). The basis for this event is a Function 1 baseline staffing & scheduling review improvements.

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

By copy of this notice, authorization is being given to withhold fifteen (15) full-time residual assignments in the mail handler and custodial crafts in post offices and plants within a radius of 100 miles of the Santa Ana bid cluster for placement of the impacted mail handlers.

Attached you will find copies of the automated impact statement, the operational data supporting the need to excess, the list of sites where withholding is authorized and a list of the junior impacted mail handlers.

I will be contacting you shortly to confirm a meeting date. In the interim, 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  
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

11255 RANCHO CARMEL DR. RM. 227  
SAN DIEGO, CA 92197-4400  
PHONE: 858-674-3180  
FAX: 858-674-3131

Manager, Human Resources – Santa Ana District with attachments  
District Complement Coordinator – Santa Ana District with attachments  
HRA with attachments  
Omar Gonzalez – APWU with attachments

## WorkHour Impact Report

<b>Impacted Bid Cluster</b>	SANTA ANA POST OFFICE
<b>Installation Address</b>	Event 45240
<b>Area Name</b>	PACIFIC
<b>Impact Type</b>	Reduction Other Than by Attrition
<b>Date of Impact</b>	05/03/2014
<b>Period (Dates) of Review Performed</b>	11/24/2012 thru 11/22/2013
<b>Report Prepared By</b>	Joseph Badalewski
<b>Report Prepared Date</b>	02/14/2014
<b>Reviewed By</b>	Abelardo Munoz
<b>Phone</b>	(714) 662-6300

# WorkHour Impact Report

Craft = MAIL HANDLER

	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	9198	8507	-691	-2764	-35932	-20	1768

## 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	478	5.2%	-86.24	0		392	4.6%

# WorkHour Impact Report

## Casuals

a. Current Number of MAIL HANDLER Casuals on Rolls	8
b. Current Total Non-OverTime MAIL HANDLER Casuals Hours per Month	1120
c. Planned Reduction in Total Non-OverTime MAIL HANDLER Casuals Hours per Month	-180
d. Number of MAIL HANDLER Casuals that will have Reduced Hours	15
e. Number of MAIL HANDLER Casuals that will be Terminated	0
f. Number of MAIL HANDLER Casuals Remaining After Impact	8
g. Provide Narrative Justifying need for Remaining MAIL HANDLER Casuals	

Casual workhours will be reduced.

## Mail Handler (MHAs)

a. Current Number of MAIL HANDLER MHAs on Rolls	16
b. Current Total Non-OverTime MAIL HANDLER MHA Hours per Month	2176
c. Planned Reduction in Total Non-OverTime MAIL HANDLER MHA Hours per Month	-544
d. Number of MAIL HANDLER MHAs that will have Reduced Hours	0
e. Number of MAIL HANDLER MHAs that will be Terminated	-4
f. Number of MAIL HANDLER MHAs Remaining After Impact	12
g. Provide Narrative Justifying need for Remaining MAIL HANDLER MHAs	

A review of the earned staffing will result in a need to excess up to 4 MHA mail handler assistants from the craft and/or installation.

## Part Time Flexible (PTFs)

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

There are no PTF employees in the mail handler craft in this office

## City Carrier Assistant (CCAs)

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

Month

- d. Number of MAIL HANDLER CCAs that will have Reduced Hours 0
- e. Number of MAIL HANDLER CCAs that will be Terminated 0
- f. Number of MAIL HANDLER CCAs Remaining After Impact 0

g. Provide Narrative Justifying need for Remaining MAIL HANDLER CCAs

There are no CCA employees in the mail handler craft.

**Postal Support Employees (PSE)**

- a. Current Number of MAIL HANDLER PSE on Rolls 0
- b. Current Total Non-OverTime MAIL HANDLER PSE Hours per Month 0
- c. Planned Reduction in Total Non-OverTime MAIL HANDLER PSE Hours per Month 0
- d. Number of MAIL HANDLER PSE that will have Reduced Hours 0
- e. Number of MAIL HANDLER PSE that will be Terminated 0
- f. Number of MAIL HANDLER PSE Remaining After Impact 0

g. Provide Narrative Justifying need for Remaining MAIL HANDLER PSE

There are no PSE employees in the mail handler craft.

# WorkHour Impact Report

## Part Time Regular (PTRs)

a. Current Number of MAIL HANDLER PTRs on Rolls	12
b. Planned Number of MAIL HANDLER PTR Positions after Impact	12
c. Estimated Number of MAIL HANDLER PTR Attrition	0
d. Will there be any MAIL HANDLER PTRs Excessed from Craft or Installation	NO
MAIL HANDLER PTRs	0
e. Provide Narrative Explaining need for Excessing PTR mail handlers will remain on their fixed schedules.	

## Full Time Regular (FTRs)

a. Current Number of MAIL HANDLER FTRs on Rolls	235
b. Planned Number of MAIL HANDLER FTR Positions After Impact	220
c. Estimated Number of MAIL HANDLER FTR Attrition	0
d. Will there be any MAIL HANDLER FTRs Excessed from Craft or Installation	YES
If Yes how Many MAIL HANDLER FTRs	15
e. Provide Narrative Explaining need for Excessing A review of the earned staffing will result in a need to excess up to 15 FT mail handlers from the craft and/or installation.	

# WorkHour Impact Report-MAIL HANDLER

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## Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-2040
b. Planned Reduction in Total OT Hours per Month	-345
c. Planned Reduction in Casual Non-OT Hours per Month	-180
d. Planned Reduction in MHA Non-OT Hours per Month	-544
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	34028
i. Total FTE Savings	-20



**SA P&DC Baseline Staffing Model**  
File date: October 22, 2013

	WebCOINS On-Rolls (as of 10/22/2013)		Proposed Staffing		SDO Ratio (1:25)		MDO Ratio (1:22 - 1:25)	
	Clerk	MH	Clerk	MH	Current	Earned	Current	Earned
<b>Tour 1</b>	222	119	222	101	12	13	2	2
(ORNA subset ->)	0	6	0	6				
<b>Tour 2</b>	6	19	6	19	2	1	1	0
(ORNA subset ->)	0	0	0	0				
<b>Tour 3</b>	153	137	153	122	12	11	2	2
(ORNA subset ->)	0	7	0	7				
<b>Total</b>	381	275	381	242	26	25	5	3
ORNA/NRP--NOT LDC 67 (long-term unavailable only)	0	13	0	13	0	0	0	0
<b>Total F1</b>	381	275	381	255	26	25	5	3
LDC 67 (Clerk, MH, EAS)	9	3	9	3	0	0	0	0
<b>Grand Total</b>	390	278	390	258	26	25	5	3

Craft Ratios	On-Rolls		Proposed	
<b>Clerk</b>				
FT	341	89.5%	341	89.5%
NTFT	5	1.3%	5	1.3%
PSE	35	9.2%	35	9.2%
	381	100.0%	381	100.0%
<b>Mail Handler</b>				
FT	234	85.1%	219	85.9%
PTR	13	4.7%	13	5.1%
PTF	0	0.0%		0.0%
MHA	19	6.9%	14	5.5%
Casual	9	3.3%	9	3.5%
	275	100.0%	255	100.0%

50% or more of Career Clerks  
Up to 50% of Career Clerks\*  
Up to 20% of Total Clerks

D/A 110  
D/A 210  
D/A 813

	Clerk	MH	Total Craft
Proposed Staffing	381	255	636
Current Staffing (WebCoins On-Rolls)	381	275	656
<b>+/- Current</b>	0	-20	-20

**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>SA P&amp;DC-- File date: October 22, 2013</b>	If workload is added from other facilities, it must be converted to Earned Hours in the same multiple of weeks shown in Cell E46 and then added to Cell D46 and subtracted from Cell D47.
(enter value fm MPV rpt) (enter value fm MPV rpt)	<b>MPV Week 19-20 FY13</b>	67.22%	
	<b>Earned Hrs    # of Wks</b>	54,443    4	
	<b>Weekly Opportunity Hours</b>	6,637	
	<b>FTE Opp (34 hrs @)</b>	195	
	<b>72.83% MPV Tgt</b>	5.6%	
	<b>FTE(-) to 72.83%</b>	46	
	<b>75% MPV Stretch</b>	7.8%	
	<b>FTE(-) to 80%</b>	62	
	<b>Current F1 Craft Complement</b>	656	
	<b>Proposed F1 Craft Complement</b>	636	
	<b>OT HRs for MPV Wk(s)/Rate</b>	5,719	6.6%
	<b>OT Tgt</b>	6.6%	
	<b>OT FTE</b>	0	
	<b>Diff</b>	-20	
	<b>MPV Impact</b>	2.3%	
	<b>New MPV</b>	69.56%	

**SA P&DC Baseline Staffing Model**

File date: October 22, 2013

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<b>MPV Impact</b>	<b>2.3%</b>
<b>New MPV</b>	<b>69.56%</b>

If workload is added from other facilities, it must be converted to Earned Hours in the same multiple of weeks shown in Cell E46 and then added to Cell D46 and subtracted from Cell D47.

(enter value fm MPV rpt)  
(enter value fm MPV rpt)

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
56937	SANTA ANA P&DC	BRODERICK	MARK	D	3339628	95041722	MAIL HANDLER EQUIPMENT OPERATOR	5	120	1	18	2/11/1978	1
56937	SANTA ANA P&DC	GARDEA	RONALD	E	3236095	70285985	MAIL HANDLER TECH	5	120	1	17	3/25/1978	1
56937	SANTA ANA P&DC	DUNCANSON	PETER	Q	3179203	70356493	MAIL HANDLER	4	120	1	18	3/1/1979	1
56937	SANTA ANA P&DC	HOUGHTALING	KIM	H	3121933	70174996	MAIL HANDLER TECH	5	120	1	17	10/7/1980	1
56937	SANTA ANA P&DC	SANCHEZ	MANUEL	R	2986915	95031328	MAIL HANDLER EQUIPMENT OPERATOR	5	120	1	17	2/10/1981	1
56937	SANTA ANA P&DC	JOHNSON	STEVEN	P	3234820	70733798	MAIL HANDLER EQUIPMENT OPERATOR	5	120	1	17	6/16/1981	1
56937	SANTA ANA P&DC	HO	LE	S	3519191	70969773	MAIL HANDLER	4	120	1	17	1/6/2007	16
56937	SANTA ANA P&DC	KNAUS	DEDITH	P	3119114	70969902	MAIL HANDLER	4	120	1	14	1/6/2007	22
56937	SANTA ANA P&DC	BURTON	RHONDA	N	3404286	70969904	MAIL HANDLER	4	120	1	14	1/6/2007	23
56937	SANTA ANA P&DC	VARGAS JR	HECTOR		3213567	70969903	MAIL HANDLER	4	120	1	14	1/6/2007	24

*Lupe*

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
56937	SANTA ANA P&DC	BRODERICK	MARK	D	3339628	95041722	MAIL HANDLER EQUIPMENT OPERATOR	5	120	1	18	2/11/1978	1
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56937	SANTA ANA P&DC	JOHNSON	STEVEN	P	3234820	70733798	MAIL HANDLER EQUIPMENT OPERATOR	5	120	1	17	6/16/1981	1
56937	SANTA ANA P&DC	INOUYE	DARREL		3484567	70969907	MAIL HANDLER	4	120	1	12	1/20/2007	2
56937	SANTA ANA P&DC	PIDIKITI	RAMAKRISHNA		3438397	70969906	MAIL HANDLER	4	120	1	14	2/17/2007	1
56937	SANTA ANA P&DC	GONZALEZ	DAVID	A	3384476	70969917	MAIL HANDLER	4	120	1	13	3/17/2007	1
56937	SANTA ANA P&DC	SAVALA	JOHN	R	3100006	70969916	MAIL HANDLER	4	120	1	13	3/17/2007	2

*Impacted*