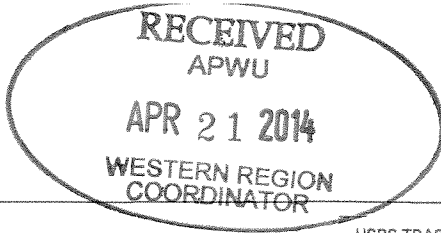


MANAGER, LABOR RELATIONS
Pacific Area



USPS TRACKING # **9114 9011 8986 6775 8164 96**
& CUSTOMER For Tracking or inquiries go to USPS.com
RECEIPT LABEL (ROLL) 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) Laborer Custodial employee from the craft and/or installation at the Tustin bid installation (Event 45643). 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) full-time 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
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

| | |
|---|-----------------------------------|
| Impacted Bid Cluster | TUSTIN POST OFFICE |
| Installation Address | Event 45643 |
| Area Name | PACIFIC |
| Impact Type | Reduction Other Than by Attrition |
| Date of Impact | 06/14/2014 |
| Period (Dates) of Review Performed | 02/16/2013 thru 02/28/2014 |
| Report Prepared By | Joseph Badalewski |
| Report Prepared Date | 04/11/2014 |
| Reviewed By | Abelardo Munoz |
| Phone | (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 | 83 | 51 | -32 | -128 | -1664 | -1 | 1352 |

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 | 3 | 3.6% | -1.4 | 0 | | 2 | 3.1% |

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 1
- b. Current Total Non-OverTime MAINTENANCE PSE Hours per Month 124
- c. Planned Reduction in Total Non-OverTime MAINTENANCE PSE Hours per Month -32
- d. Number of MAINTENANCE PSE that will have Reduced Hours 1
- e. Number of MAINTENANCE PSE that will be Terminated 0
- f. Number of MAINTENANCE PSE Remaining After Impact 1
- g. Provide Narrative Justifying need for Remaining MAINTENANCE PSE
PSE hours have been reduced.

WorkHour Impact Report

Part Time Regular (PTRs)

- | | |
|---|----|
| a. Current Number of MAINTENANCE PTRs on Rolls | 0 |
| 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 | NO |
| MAINTENANCE PTRs | 0 |
| e. Provide Narrative Explaining need for Excessing | |
- There are no PTRs in 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 | 1 |
| c. Estimated Number of MAINTENANCE FTR Attrition | 0 |
| d. Will there be any MAINTENANCE FTRs Excessed from Craft or Installation | YES |
| If Yes how Many MAINTENANCE FTRs | 1 |
| e. Provide Narrative Explaining need for Excessing | |

A review of the data results in a need to excess 1 FT custodian from the bid installation.

WorkHour Impact Report-MAINTENANCE

Preliminary Summary

| | |
|---|-----|
| a. Total Planned Non-OT Reduction per Month for Regulars and PTRs | -96 |
| b. Planned Reduction in Total OT Hours per Month | -6 |
| 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 | -32 |
| h. Total Planned Non-OT Hours per Month | 204 |
| i. Total FTE Savings | -1 |

U.S. POSTAL SERVICE

POST OFFICE

TUSTIN - MAIN OFFICE

GROSS INTERIOR AREA

20,462

WORKLOAD ANALYSIS AND SUMMARY

STATE AND ZIP CODE

340 E. FIRST STREET

EXTERIOR PAVED

94,248

UNIT

CA, 92781

EXTERIOR UNPAVED

2,164

| Line No | JOB REQUIREMENT | Operation | UNIT OF MEASURE | MINUTES PER SQ. FT. OR UNIT | WEEKLY QUANTITY | WEEKLY MINS. | Line No | JOB REQUIREMENT | 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 | 1.5000 | 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/Dwing RMS | CL | SF | 0.0320 | 0 | 0.00 | 36 | LF (Sponge) | WASH | FX | 10.0036 | 0 | 0.0 | 0.00 |
| 5 | | PL | SF | 0.0106 | 0 | 0.00 | 37 | (Louver Task) | WASH | FX | 6.8900 | 0 | 0.0 | 0.00 |
| 6 | | WM | SF | 0.0300 | 0 | 0.00 | 38 | (Louver Machine) | WASH | FX | 6.8900 | 0 | 0.0 | 0.00 |
| 7 | Locker RMS | CL | SF | 0.0240 | 0 | 0.00 | 39 | Venetian Blinds | DUST | BL | 6.0000 | 0 | 0.0 | 0.00 |
| 8 | | PL | SF | 0.0080 | 0 | 0.00 | 40 | Venetian Blinds | 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 | 44 | WR Pipes and Ducts | DUST | SF | 0.0680 | 0 | 0.0 | 0.00 |
| 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 | Lookout Gallery | CL | LF | 0.4800 | 0 | 0.0 | 0.00 |
| 15 | Passenger Elevators | CL | EA | 20.0000 | 0 | 0.00 | 47 | Corner Cases | CL | EA | 4.0000 | 0 | 0.0 | 0.00 |
| 16 | EXT Police | PL | SF | 0.0012 | 0 | 0.00 | 48 | Other Cases | DUST | EA | 1.5000 | 0 | 0.0 | 0.00 |
| 17 | Platforms | CL | SF | 0.0108 | 0 | 0.00 | 49 | Ext. Paved (Broom) | SWEEP | SF | 0.0060 | 0 | 0.0 | 0.00 |
| 18 | | PL | SF | 0.0053 | 0 | 0.00 | 50 | Ext. Paved (Power Vac) | SWEEP | SF | 0.0040 | 0 | 0.0 | 0.00 |
| 19 | Service/Box Lobby | CL | SF | 0.0160 | 0 | 0.00 | 51 | Ext. Paved (Rider) | SWEEP | SF | 0.0012 | 0 | 0.0 | 0.00 |
| 20 | | PL | SF | 0.0020 | 0 | 0.00 | 52 | Active Storage | CL | SF | 0.0120 | 0 | 0.0 | 0.00 |
| 21 | | WM | SF | 0.0300 | 0 | 0.00 | 53 | Inactive Storage | CL | SF | 0.0120 | 0 | 0.0 | 0.00 |
| 22 | | VS | SF | 0.0064 | 0 | 0.00 | 54 | Resilient Fl | DM | SF | 0.0150 | 0 | 0.0 | 0.00 |
| 23 | | DM | SF | 0.0150 | 0 | 0.00 | 55 | Resilient Fl | INT | SF | 0.2400 | 242 | 2.0 | 118.08 |
| 24 | Stairways 12 | CL | FL | 8.0000 | 0 | 0.00 | 56 | Resilient Fl | INT | SF | 0.2400 | 0 | 0.0 | 0.00 |
| 25 | | PL | FL | 2.4000 | 0 | 0.00 | 57 | Terrazzo Fl | PERI | SF | 0.0880 | 0 | 0.0 | 0.00 |
| 26 | Corridors | CL | SF | 0.0080 | 0 | 0.00 | 58 | Terrazzo Fl | PERI | SF | 0.1200 | 0 | 0.0 | 0.00 |
| 27 | | DM | SF | 0.0150 | 0 | 0.00 | 59 | Concrete Fl | INT | SF | 0.2400 | 0 | 0.0 | 0.00 |
| 28 | | VS | SF | 0.0064 | 0 | 0.00 | 60 | Concrete Fl | PERI | SF | 0.0880 | 0 | 0.0 | 0.00 |
| 29 | | PL | SF | 0.0020 | 0 | 0.00 | 61 | Carpet | SHAMP | SF | 0.2400 | 0 | 0.0 | 0.00 |
| 30 | Shop Area | CL | SF | 0.0120 | 0 | 0.00 | 62 | Carpet | SPOT | SF | 0.1200 | 0 | 0.0 | 0.00 |
| 31 | Jan Closet | CL | EA | 10.0000 | 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 | 0.0080 | 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 1,620.22

| (O) | WORK HOUR CALCULATIONS | (P) |
|-----|--------------------------------|-------------------|
| A | MULTITOTAL LINE 32 BY 52 WEEKS | 84,251.33 MIN/YR |
| B | ENTER TOTAL FROM LINE 74 | 46,358.04 MIN/YR |
| C | TOTAL LINE A and B | 130,609.37 MIN/YR |
| D | DIVIDE LINE C BY 60 MIN | 2,176.82 WH/YR |
| E | MULT. LINE D BY % (TRC) | 21.77 HYR |
| F | MULT. LINE D BY % (BREAKS) | 136.05 HYR |
| G | MULT. LINE D BY % (WASH UPS) | 45.28 HYR |
| H | TOTAL LINE D + E + F + G | 2,379.92 WH/YR |
| J | DIVIDE LINE H BY 52 | 45.77 WK HRS/WK |
| K | DIVIDE LINE H BY 1360 | 1.4 WORK YRS |
| L | TOTAL EMPLOYEES | 54 |

74 SUBTOTAL 46,358.04

REVIEWED BY *[Signature]*
MSC MGR. DIR. PLANI MAINTENANCE

DATE: 1/23/14

APPROVED BY *[Signature]*
MSC MANAGER/POST MASTER - BMC MANAGER

DATE: 1/23/14

| FINANCE | OFFICE | LAST | FIRST | MI | EMP ID | JOB ID | JOB TITLE | PAY LEVEL | D/A | FUNC | LDC | SEN DATE | SEN # |
|---------|--------------|--------|--------|----|---------|----------|----------------------|-----------|-----|------|-----|-----------|-------|
| 57980 | TUSTIN PO | TAYLOR | ARCHIE | L | 3148547 | 95036016 | LABORER CUSTODIAL | 4 | 166 | 3B | 38 | 5/28/1984 | 1 |
| 57980 | TUSTIN PO | CREWS | JULIUS | | 3130858 | 95035506 | LABORER CUSTODIAL | 4 | 166 | 3B | 38 | 8/19/1999 | 1 |

Expected