

July 24, 2014

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

~~Mr. Gonzalez, Coordinator~~

Omar M. Gonzalez
APWU Western Region Coordinator
1350 Old Bayshore Hwy., Ste. 360
Burlingame, CA 94010-1882

RE: Notice of Withholding for Cedar City, UT


Dear Mr. Gonzalez:

Please be advised that based on operations changes and in order to minimize impact due to the planned excessing; we are authorizing the withholding of one (1) residual vacancy. This residual vacancy is at the same or lower levels in surrounding installations within a 50-mile radius of the Cedar City, UT Post Office. As information, the one (1) affected Maintenance position is:

One (1) – PTR Laborer Custodial, (PS-04), Occ. Code 350203XX

If you have any questions, please contact Anita Works, Labor Relations Specialist, Western Area at 303-313-5605.

Sincerely,


Anita Works for
Debra A. Persico
Manager, Human Resources (A)
Western Area

- cc: Manager Labor Relations, Western Area
- Manager Maintenance, Western Area
- District Manager, Salt Lake City
- Manager Human Resources, Salt Lake City
- Manager Labor Relations, Salt Lake City
- Complement Coordinator, Salt Lake City
- Regional Director NPMHU, Denver
- NALC National Business Agent, Region 2

Attachments: Workhour Impact Report, AMP Study, Seniority Roster, Map, Maint. Supporting Document

aw:47282

WorkHour Impact Report

Impacted Bid Cluster	CEDAR CITY POST OFFICE
Installation Address	333 N Main St., Cedar City, UT 84720
Area Name	WESTERN
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/13/2015
Period (Dates) of Review Performed	07/20/2013 thru 07/18/2014
Report Prepared By	Desiree Ferris
Report Prepared Date	07/22/2014
Reviewed By	Laura Hubrich
Phone	(801) 974-2948

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 FTF Yearly Hr Rate
Total	54	36	-18	-72	-936	-1	1872

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	6	11.1%	-5	0		1	2.8%

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	3
f. Number of MAINTENANCE Casuals Remaining After Impact	0
g. Provide Narrative Justifying need for Remaining MAINTENANCE Casuals	
N/A	

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	
N/A	

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	
N/A	

City Carrier Assistant (CCAs)

a. Current Number of MAINTENANCE CCAs on Rolls	0
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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	
N/A	

Postal Support Employees (PSE)

a. Current Number of MAINTENANCE PSE on Rails	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	
N/A	

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	
Reduction of 1 PTR Laborer Custodial.	

Full Time Regular (FTRs)

a. Current Number of MAINTENANCE FTRs on Rolls	1
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	NO
If Yes how Many MAINTENANCE FTRs	0
e. Provide Narrative Explaining need for Excessing	
The FTR will remain in the installation.	

WorkHour Impact Report-MAINTENANCE

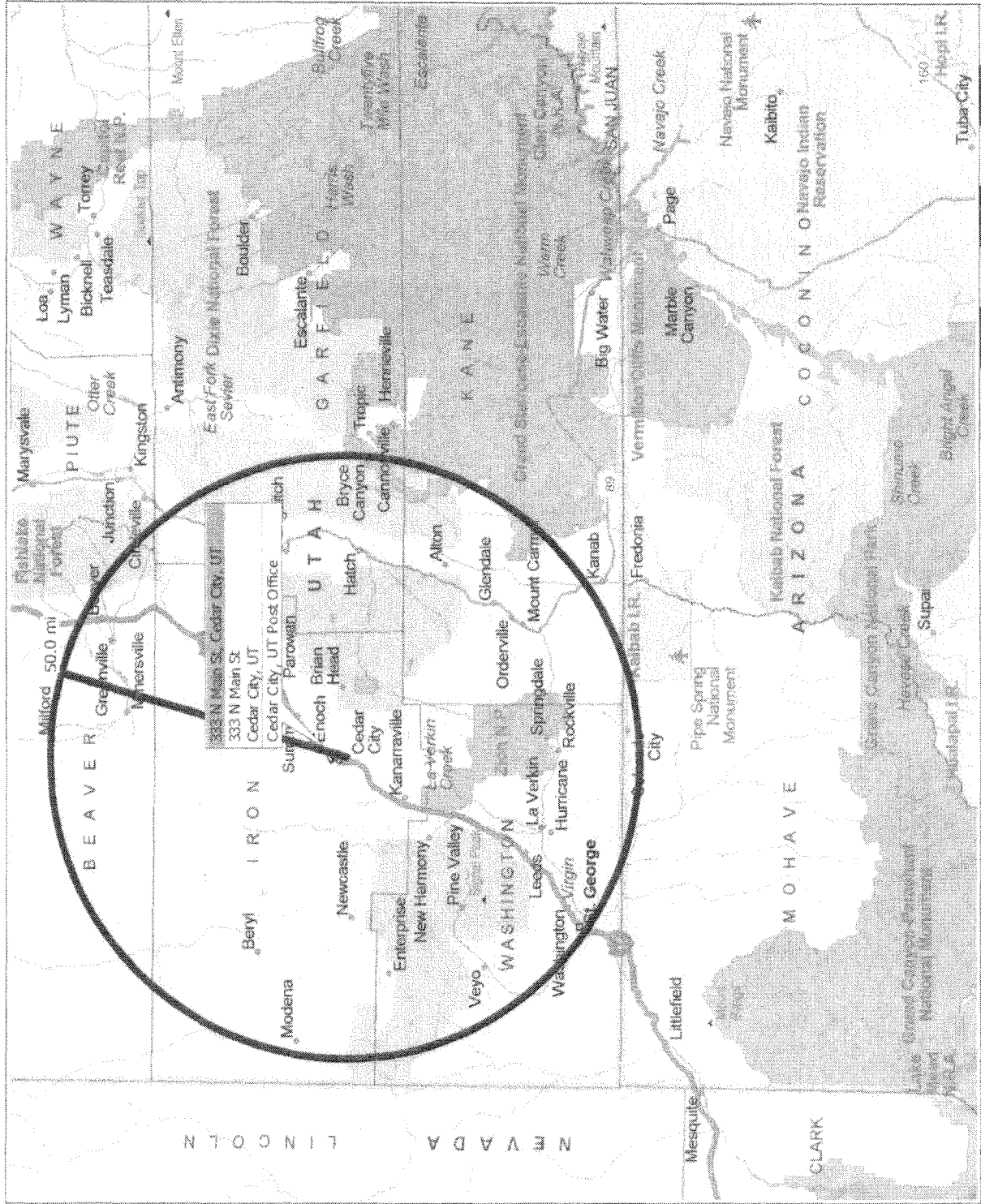
Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTFs	-72
b. Planned Reduction in Total OT Hours per Month	-20
c. Planned Reduction in Casual Non-OT Hours per Month	0
d. Planned Reduction in MHA Non-OT Hours per Month	9
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	144
i. Total FTE Savings	-1

FINANCE	OFFICE	FULL NAME	JOB TITLE	PAY LEVEL	D/A	CRAFT	FLUNC	OCC CODE	SEN DATE	SEN #	VET PREF
491190	CEDAR CITY PO	PACHECO EDWARD V.	LABORER CUSTODIAL	4	166	MAINTENANCE	3B	350203XX	7/17/2010	1	Y
491190	CEDAR CITY PO	WHITNEY LINDA A.	LABORER CUSTODIAL	4	366	MAINTENANCE	3B	350203XX	9/30/1995	1	N

7/23/2014

Utah, United States, North America



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Maintenance Operations
Western Area



October 18, 2013

MEMORANDUM FOR: MANAGER
 WESTERN AREA HUMAN RESOURCES

THROUGH: MANAGER
 WESTERN AREA OPERATIONS SUPPORT

SUBJECT: Function 3B Adjustment – Cedar City, UT Post Office
 Zip Code 84720 Finance number 49-1190

The Salt Lake City District has requested an adjustment of the maintenance workload of the Cedar City Post Office. Custodial staffing documents (PS-4852s) were submitted and reviewed by District maintenance personnel and discussed with Local and/or Area personnel. Previous validated data was used for any eWHEP sections not submitted. The submitted documentation meets the requirements of MS-47, MMO-074-00, MMO-110-09 and other appropriate criteria. If complement adjustments are needed, requests must be submitted using the Area and MMO procedures for Function 3B complement adjustments. Additional results of our analysis are as follow.

1. Decrease the maintenance complement of the Cedar City Post Office by one (1) Laborer/Custodial, PTR (PS-04) position, from the current level of one (1), to a new level of zero (0), removing this title and position from all roils and data bases (Web Cons, HCES, etc)

With concurrence from the Manager, Western Area Operations Support, we request that the Western Area Human Resources office, if needed, take any actions necessary to assist in the adjustment of the maintenance complement of this office as recommended.

Upon receipt of this correspondence, we request that the District Human Resources Manager ensure that the impacted job slots are updated and maintained properly in the HCES database and the actions necessary to adjust the maintenance complement of this office as recommended are taken.

With appropriate approvals/concurrence the maximum authorized maintenance complement of this office is as follows:

Position Title	Level	Maximum Authorized Staffing
Laborer/Custodial FTR	PS-04	1
Total Maintenance Complement		1

Based on the documentation submitted and/or file at the Western Area Maintenance Support Office, and the present authorized maintenance complement, the following Function 3B work hours are supported:

Validated Function 3B workhours from documentation submitted.

Section 5 -- MS-47/PS-4852 Custodial (LOC 38)	2170.33 hrs
Total Function 3B supported MS-47 LOC 38	2170.33 hrs

The limit for Function 3B work hours is that provided in support documentation submitted and validated. In no case will the work hours exceed those supported by maintenance criteria documentation.

If there are any questions concerning these recommendations or this request please contact me at (303) 313-5990.



Andy Henderson
Maintenance Manager



Approved by Kim Anderson
Manager, Operations Support/A

Attachments

- cc: District Manager, Salt Lake City District
- Senior Plant Manager, Salt Lake City District
- Manager Human Resources, Salt Lake City District
- Manager Maintenance (Lead), Salt Lake City District w/attachments
- Western Area Maintenance Operations w/attachments

U.S. POSTAL SERVICE
WORKLOAD
ANALYSIS AND SUMMARY

POST OFFICE: CEDAR CITY
 STATE AND ZIP CODE: 333 N MAIN ST
 UNIT: UT. 80720-2558 **44-1170**
 GROSS INTERIOR AREA: 20,368
 EXTERIOR PAVED: 92,864
 EXTERIOR UNPAVED: 20,773

LINE NO.	JOB REQUIREMENT	OPERATION	UNIT OF MEASURE	MINUTES PER HOUR (JOB UNIT)	WEEKLY QUANTITY	WEEKLY MINS	LINE NO.	JOB REQUIREMENT	OPERATION	UNIT OF MEASURE	MINUTES PER HOUR (JOB UNIT)	QUANTITY	ANNUAL MINS
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)

32 SUBJECT: **MAIL ROOM** → (1,007 FT)

(10) WORKSHEET: **MAIL ROOM**

4	MAIL ROOM (1) 1000				1000	1000							
5	MAIL ROOM (2) 1000				1000	1000							
6	MAIL ROOM (3) 1000				1000	1000							
7	MAIL ROOM (4) 1000				1000	1000							
8	MAIL ROOM (5) 1000				1000	1000							
9	MAIL ROOM (6) 1000				1000	1000							
10	MAIL ROOM (7) 1000				1000	1000							
11	MAIL ROOM (8) 1000				1000	1000							
12	MAIL ROOM (9) 1000				1000	1000							
13	MAIL ROOM (10) 1000				1000	1000							
14	MAIL ROOM (11) 1000				1000	1000							
15	MAIL ROOM (12) 1000				1000	1000							
16	MAIL ROOM (13) 1000				1000	1000							
17	MAIL ROOM (14) 1000				1000	1000							
18	MAIL ROOM (15) 1000				1000	1000							
19	MAIL ROOM (16) 1000				1000	1000							
20	MAIL ROOM (17) 1000				1000	1000							
21	MAIL ROOM (18) 1000				1000	1000							
22	MAIL ROOM (19) 1000				1000	1000							
23	MAIL ROOM (20) 1000				1000	1000							

APPROVED BY: **[Signature]**
 DATE: **8/10/12**

APPROVED BY: **[Signature]**
 DATE: **10/18/13**