




To: Local Presidents/State President
Re: Impact Statement

Please find a copy of an Impact Statement. Please review all documents. Educate your members on potential impacts. Submit all concerns to this office as soon as possible and follow National strategies.

August 4, 2017

Thanks,

Omar M Gonzalez
Western Region Coordinator

cc: NBAs

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

RE: Notice of Withholding for Fort Collins, CO

Dear Mr. Gonzalez:

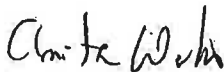
Please be advised that due to workload reduction at the Fort Collins, CO Post Office, it is anticipated that it will be necessary to excess the following Clerks outside the craft and/or installation.

- Four (4) Full-time Clerks

Therefore, we authorize the withholding for the same positions in level PS-7 and below in the clerk, maintenance, letter carrier and mail handler crafts within a 50-mile radius of the Fort Collins, CO Post Office.

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

Sincerely,



Anita Works for
William Schwartz
A/Manager, Human Resources
Western Area

cc: Manager Labor Relations, Western Area
Manager Programs Delivery Support, Western Area
District Manager, Colorado-Wyoming
Manager Human Resources, Colorado-Wyoming
Manager Labor Relations, Colorado-Wyoming
Complement Coordinator, Colorado-Wyoming
Regional Director NPMHU, Denver
NALC National Business Agent, Region 4

Attachments: Workhour Impact Report, Seniority Roster, Map, Supporting Documents

aw:53635

1745 STOUT ST., STE. 600
DENVER, CO 80299-4000
(303) 313-5020
FAX: 313-5021

WorkHour Impact Report

Impacted Bid Cluster	FORT COLLINS POST OFFICE
Installation Address	
Area Name	WESTERN
Impact Type	Reduction Other Than by Attrition
Date of Impact	02/03/2018
Period (Dates) of Review Performed	06/11/2016 thru 06/09/2017
Report Prepared By	April Padilla
Report Prepared Date	08/02/2017
Reviewed By	Kevin Romero
Phone	(303) 853-6160

WorkHour Impact Report

Craft = CLERK

	A Current Average Weekly Hrs	B Planned Weekly Hrs	C Weekly Hrs Savings	D Monthly Savings	E Annual Work Hours Savings	F Annual FTE Savings	G Current FTE Yearly Hr Rate
Total	1298	1158	140	560	7280	4	1820

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	138	10.6%	-16	0		122	10.5%

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	
NA	

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	
NA	

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 No PTFs on the rolls.	

City Carrier Assistant (CCAs)

a. Current Number of CLERK CCAs on Rolls	0
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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	
NA	

Postal Support Employees (PSE)

a. Current Number of CLERK PSE on Rolls	7
b. Current Total Non-OverTime CLERK PSE Hours per Month	852
c. Planned Reduction In Total Non-OverTime CLERK PSE Hours per Month	0
d. Number of CLERK PSE that will have Reduced Hours	0
e. Number of CLERK PSE that will be Terminated	0
f. Number of CLERK PSE Remaining After Impact	7
g. Provide Narrative Justifying need for Remaining CLERK PSE	
Need to retain for flexibility.	

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:	
No PTRs on the rolls.	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	31
b. Planned Number of CLERK FTR Positions After Impact	27
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	4
e. Provide Narrative Explaining need for Excessing:	
No attrition expected reduce four full time regulars.	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-560
b. Planned Reduction In Total OT Hours per Month	-64
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	4632
i. Total FTE Savings	-4

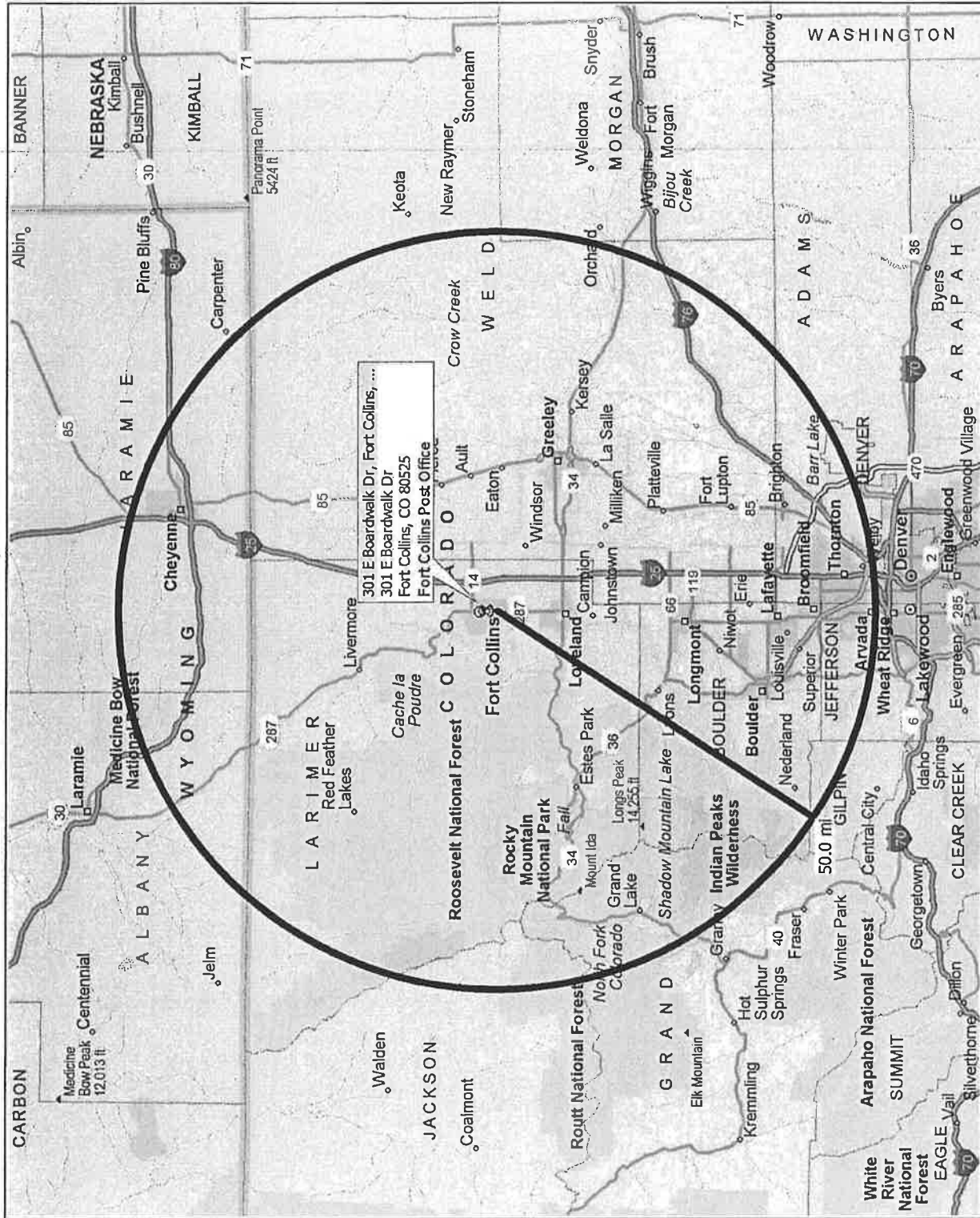
THE CSV COMPLEMENT MODEL SHOULD NOT BE THE SOLE SOURCE OF PERMANENT STAFFING DECISIONS.					
CUSTOMER SERVICE VARIANCE - CLERK/MAILHANDLER COMPLEMENT					
Delivery Days: 302		FORT COLLINS PO - FORT COLLINS PO 073168			DATE: 08/03/2017
Leave Replacement Calculation					
Leave Type	Hrs Per Day	Leave %	Formula	Employees Earned	
Annual Leave	129	10.50%	(CSV Avg Daily Hours x 10.50% x (6 day wk/40 hr WH-wk))=	2.05	Clerk/MH(s)
Sick Leave	129	4.00%	(CSV Avg Daily Hours x 4.00% x (6 day wk/40 hr WH-wk))=	0.78	Clerk/MH(s)
LWOP	129	1.00%	(CSV Avg Daily Hours x 1.00% x (6 day wk/40 hr WH-wk))=	0.20	Clerk/MH(s)
(Subtract Overtime)	129	5.00%	(CSV Avg Daily Hours x 5.00% x (6 day wk/40 hr WH-wk))=	0.98	Clerk/MH(s)
Net Total		10.50%	Leave/OT Replacement Needs >>>>	2.05	Clerk/MH(s)
			Replacement for Replacement >>>>	0.22	Clerk/MH(s)
			Total Leave Replacement >>>>	2.27	Clerk/MH(s)
Current on Rolls			Earned Complement		
Full Time Clerk	18		Full Time Clerk		
Part Time Flexible Clerk	0		Part Time Flexible Clerk		
Part Time Regular Clerk	0		Part Time Regular Clerk		
Postal Support Employee	3		Postal Support Employee		
Non-Traditional Full-Time	0		Non-Traditional Full-Time		
Flex Non-Traditional Full-Time	0		Flex Non-Traditional Full-Time		
Full Time Mailhandler	0		Full Time Mailhandler		
Part Time Flexible Mailhandler	0		Part Time Flexible Mailhandler		
Part Time Regular Mailhandler	0		Part Time Regular Mailhandler		
MailHandler Assistant	0		Mailhandler Assistant		
Total F4 on Rolls	21		Total F4 Earned	22	
Current Actual	Daily Hrs	Employees	Target	Daily Hrs	Employees
LDC 41 Clerk/MH(s)	0.00	0.00	LDC 41 Clerk/MH(s)	0.00	0.00
LDC 42 Clerk/MH(s)	5.12	0.77	LDC 42 Clerk/MH(s)	5.12	0.77
LDC 43 Clerk/MH(s)	83.17	12.59	LDC 43 Clerk/MH(s)	61.40	9.27
LDC 44 Clerk/MH(s)	6.07	0.92	LDC 44 Clerk/MH(s)	2.39	0.36
LDC 45 Clerk/MH(s)	34.41	5.21	LDC 45 Clerk/MH(s)	28.79	4.35
LDC 48 Clerk/MH(s)	37.55	5.68	LDC 48 Clerk/MH(s)	31.75	4.79
Total Actual Daily Hrs	166.32	25.11	Total Earned Daily Hrs	129.44	19.55
Daily Hours Actual	166.32		Daily Hours Earned	129.44	
Current Complement	21		Target Complement	21.83	
FTEE Current	2392		FTEE Target	1791	
Projected Annual Hrs Actual	50,228		Projected Annual Hrs Earned	39,091	
On Duty Required Totals	19.55		Full Time Equiv Employee (Hrs per)	1791	
Leave Replacement Totals	2.27		Variance FTEE	- 0.83	
Complement Total	21.83		Complement % Achieved	104.76%	

THE CSV COMPLEMENT MODEL SHOULD NOT BE THE SOLE SOURCE OF PERMANENT STAFFING DECISIONS.					
CUSTOMER SERVICE VARIANCE - CLERK/MAILHANDLER COMPLEMENT					
Delivery Days: 302		FORT COLLINS PO - FTC-OLD TOWN STA 073170			DATE: 08/03/2017
Leave Replacement Calculation					
Leave Type	Hrs Per Day	Leave %	Formula	Employees Earned	
Annual Leave	69	10.50%	(CSV Avg Daily Hours x 10.50% x (6 day wk/40 hr Wt-wk))=	1.10	Clerk/MH(s)
Sick Leave	69	4.00%	(CSV Avg Daily Hours x 4.00% x (6 day wk/40 hr Wt-wk))=	0.42	Clerk/MH(s)
LWOP	69	1.00%	(CSV Avg Daily Hours x 1.00% x (6 day wk/40 hr Wt-wk))=	0.10	Clerk/MH(s)
(Subtract Overtime)	69	5.00%	(CSV Avg Daily Hours x 5.00% x (6 day wk/40 hr Wt-wk))=	0.52	Clerk/MH(s)
Net Total		10.50%	Leave/OT Replacement Needs >>>>	1.10	Clerk/MH(s)
			Replacement for Replacement >>>>	0.12	Clerk/MH(s)
			Total Leave Replacement >>>>	1.21	Clerk/MH(s)
Current on Rolls			Earned Complement		
Full Time Clerk	11		Full Time Clerk		
Part Time Flexible Clerk	0		Part Time Flexible Clerk		
Part Time Regular Clerk	0		Part Time Regular Clerk		
Postal Support Employee	4		Postal Support Employee		
Non-Traditional Full-Time	0		Non-Traditional Full-Time		
Flex Non-Traditional Full-Time	0		Flex Non-Traditional Full-Time		
Full Time Mailhandler	0		Full Time Mailhandler		
Part Time Flexible Mailhandler	0		Part Time Flexible Mailhandler		
Part Time Regular Mailhandler	0		Part Time Regular Mailhandler		
MailHandler Assistant	0		Mailhandler Assistant		
Total F4 on Rolls	15		Total F4 Earned	12	
Current Actual	Daily Hrs	Employees	Target	Daily Hrs	Employees
LDC 41 Clerk/MH(s)	0.00	0.00	LDC 41 Clerk/MH(s)	0.00	0.00
LDC 42 Clerk/MH(s)	0.29	0.04	LDC 42 Clerk/MH(s)	0.22	0.03
LDC 43 Clerk/MH(s)	52.88	8.00	LDC 43 Clerk/MH(s)	32.28	4.87
LDC 44 Clerk/MH(s)	6.39	0.97	LDC 44 Clerk/MH(s)	2.94	0.44
LDC 45 Clerk/MH(s)	23.07	3.49	LDC 45 Clerk/MH(s)	16.65	2.51
LDC 48 Clerk/MH(s)	19.94	3.02	LDC 48 Clerk/MH(s)	17.02	2.57
Total Actual Daily Hrs	102.57	15.49	Total Earned Daily Hrs	69.11	10.44
Daily Hours Actual	102.57		Daily Hours Earned	69.11	
Current Complement	15		Target Complement	11.65	
FTEE Current	2065		FTEE Target	1792	
Projected Annual Hrs Actual	30,976		Projected Annual Hrs Earned	20,871	
On Duty Required Totals	10.44		Full Time Equiv Employee (Hrs per)	1792	
Leave Replacement Totals	1.21		Variance FTEE	3.35	
Complement Total	11.65		Complement % Achieved	80.00%	

FINANCE	OFFICE	FULL NAME	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	VET PREF	SEN DATE CRAFT
73168	FORT COLLINS PO	JIRON DAVID E.	SALES AND SERVICES ASSOCIATE	6	110	4	45	N	6/14/1977
73168	FORT COLLINS PO	TINDALL MARK S.	POSTAGE DUE TECHN	7	110	4	42	N	1/3/1978
73168	FORT COLLINS PO	SANTILLANES JOSEPHINE	MAIL PROCESSING CLERK	6	110	4	43	Y	10/12/1985
73168	FORT COLLINS PO	KETCHUM GAIL M.	MAIL PROCESSING CLERK	6	110	4	48	N	1/4/1986
73170	FTC-OLD TOWN STA	CARROLL WILLIAM J.	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	N	4/12/1986
73168	FORT COLLINS PO	PARKS SR ROBERT L.	MAIL PROCESSING CLERK	6	110	4	43	Y	7/19/1986
73168	FORT COLLINS PO	JENSEN LARRY B.	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	44	N	2/27/1988
73170	FTC-OLD TOWN STA	LOMBARDO PAMELA A.	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	48	N	3/4/1995
73168	FORT COLLINS PO	LANG HAROLD J.	BULK MAIL TECH	7	110	7	79	N	7/8/1995
73168	FORT COLLINS PO	FRANKLIN ROBERT J.	MAIL PROCESSING CLERK	6	110	4	43	N	12/7/1996
73170	FTC-OLD TOWN STA	KLINZMANN DANIEL J.	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	48	Y	1/5/1997
73170	FTC-OLD TOWN STA	YU IN G.	MAIL PROCESSING CLERK	6	110	4	43	N	3/14/1998
73168	FORT COLLINS PO	PHIPPS JODI L.	MAIL PROCESSING CLERK	6	110	4	48	N	6/6/1998
73170	FTC-OLD TOWN STA	THOMPSON SHEILA G.	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	44	N	8/29/1998
73168	FORT COLLINS PO	BUSSELL MARK A.	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	48	N	9/4/2004
73168	FORT COLLINS PO	DALEY TIMOTHY B.	BULK MAIL TECH	7	110	7	79	Y	4/2/2005
73170	FTC-OLD TOWN STA	TIEMAN ROBERT E.	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	48	N	1/3/2009
73170	FTC-OLD TOWN STA	JONES MICHAEL R.	MAIL PROCESSING CLERK	6	110	4	43	N	1/31/2009
73168	FORT COLLINS PO	GLENN RICHARD L.	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	48	Y	8/14/2010
73168	FORT COLLINS PO	DIXON DEBBIE R.	MAIL PROCESSING CLERK	6	110	4	43	N	8/14/2010
73170	FTC-OLD TOWN STA	FERNANDEZ PRATANPORN S.	MAIL PROCESSING CLERK	6	110	4	43	N	10/6/2012
73170	FTC-OLD TOWN STA	SALL JULIE M.	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	48	N	8/9/2014
73168	FORT COLLINS PO	JACKSON ASHLEY N.	SALES AND SERVICES ASSOCIATE	6	110	4	45	N	11/1/2014
73168	FORT COLLINS PO	BOIS TRUDY L.	MAIL PROCESSING CLERK	6	110	4	43	N	3/5/2016
73168	FORT COLLINS PO	TILL AARON T.	MAIL PROCESSING CLERK	6	110	4	43	N	3/19/2016
73168	FORT COLLINS PO	ROWELL ROCHIELLE	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	43	N	3/19/2016
73168	FORT COLLINS PO	SIFUENTES MAURICIO T.	MAIL PROCESSING CLERK	6	110	4	43	N	3/19/2016
73168	FORT COLLINS PO	NASSIF JR RAYMOND M.	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	45	N	4/30/2016
73168	FORT COLLINS PO	LA CENTRA JONI L.	LEAD SALES & SERVICES ASSOCIATE	7	110	4	48	Y	5/14/2016
73170	FTC-OLD TOWN STA	NICOLAS EDUARDO M.	SALES AND SERVICES ASSOCIATE	6	110	4	45	N	7/23/2016
73168	FORT COLLINS PO	FRANK DANITA	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	45	N	7/22/2017

8/3/2017

Colorado, United States, North America



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