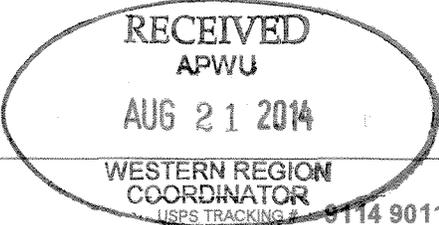


MANAGER, LABOR RELATIONS
Pacific Area



August 19, 2014

USPS TRACKING # 9114 9011 5981 8136 6426 70
& CUSTOMER RECEIPT For Tracking or inquiries go to USPS.com or call 1-800-222-1811.

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 Bay Valley District to utilize the provisions of Article 12.5.C.5 of the National Agreement to involuntarily reassign thirty-six (36) full-time clerks from the craft and/or installation at eleven (11) separate offices. These impacts are based on F4 staffing and scheduling reviews. The specifics as to the number of impacted clerks in each of the eleven (11) offices can be found below.

EVENT #	BID INSTALLATION	FT IMPACT
47504	Brentwood	1
47514	Watsonville	1
47513	Carmel	1
47523	El Cerrito	2
47507	Lafayette	2
47508	Moraga	3
47542	Newark	1
47543	Pleasanton	5
47544	San Leandro	5
47510	San Ramon	7
47511	Walnut Creek	8
TOTAL		36

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

ing
 Comments

Omar M. Gonzalez, Coordinator

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

By copy of this notice, we will withhold thirty-six (36) full-time residual assignments in the clerk, carrier, mail handler, motor vehicle and/or custodial crafts in sites within a 50 mile radius of the impacted bid cluster for placement of the impacted employees.

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

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.

JOY
J.R. Roberts
Jay Roberts
Manager, Labor Relations

Attachments

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

WorkHour Impact Report

Impacted Bid Cluster	BRENTWOOD POST OFFICE
Installation Address	Event 47604
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina López
Report Prepared Date	08/18/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	340	305	-35	-140	-1820	-1	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	10	2.9%	-1.18	0		9	2.9%

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	
Casuals are not authorized in the clerk craft	

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	
MHA's are not authorized 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	
Tbere are no PTF's in this office	

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
CCA's are not authorized in the clerk craft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 1
- b. Current Total Non-OverTime CLERK PSE Hours per Month 136
- c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month -4
- d. Number of CLERK PSE that will have Reduced Hours 1
- e. Number of CLERK PSE that will be Terminated 0
- f. Number of CLERK PSE Remaining After Impact 1
- g. Provide Narrative Justifying need for Remaining CLERK PSE
The hours of the one PSE will be reduced

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 | |
| PTR's are not authorized in the clerk craft | |

Full Time Regular (FTRs)

- | | |
|---|-----|
| a. Current Number of CLERK FTRs on Rolls | 9 |
| b. Planned Number of CLERK FTR Positions After Impact | 8 |
| 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 | 1 |
| e. Provide Narrative Explaining need for Excessing | |
| a staffing and sceduling review resulted in a need to exces one 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	-136
b. Planned Reduction in Total OT Hours per Month	-5
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	-4
h. Total Planned Non-OT Hours per Month	1220
i. Total FTE Savings	-1

BRENTWOOD

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	2507	153	16.39
LDC 44	345	153	2.25
LDC 42	98	153	0.64
LDC 45	2517	153	16.45
LDC 48	2303	153	15.05
TOTAL	7770	153	50.78

FTE Proposed	6.0
FTE Current	9.0
FTE Reduction	-2.0
Impact Submitted	-1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
50936	BRENTWOOD PO	SANGHA	PARWINDER	K	3288142	70706240	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	8/2/1986	2
50936	BRENTWOOD PO	RODRIGUES	CYNTHIA	M	3079434	71134374	MAIL PROCESSING CLERK	6	110	4	48	3/9/1991	1
50936	BRENTWOOD PO	HOLMES	LISA	K	3319435	71132242	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	45	9/30/1995	1
50936	BRENTWOOD PO	TENNISON	JEAN		3046374	95694383	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	43	3/15/1997	1
50936	BRENTWOOD PO	LANE	DEBBIE	J	2975272	70137846	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	43	3/15/1997	2
50936	BRENTWOOD PO	PFAU	SUSAN	S	3221167	95555676	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	43	12/25/2004	1
50936	BRENTWOOD PO	MAYA	LUZ	A	3178123	71134457	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	4/16/2005	1
50936	BRENTWOOD PO	GONZALES	NANCY	L	3377125	70679006	SALES, SVCS/DIST RIBUTION ASSOC	6	210	4	45	5/14/2005	1
50936	BRENTWOOD PO	RODRIGUEZ	LUIS	M	3111154	70679005	SALES, SVCS/DIST RIBUTION ASSOC	6	210	4	43	2/17/2007	1

Inspected

WorkHour Impact Report

Impacted Bid Cluster	WATSONVILLE POST OFFICE
Installation Address	Event 47514
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina Lopez
Report Prepared Date	08/11/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	420	377	-43	-172	-2236	-1	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	24	5.7%	-4.65	0		19	5.1%

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	
Casuals are not authorized in the clerk craft	

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	
MHA's are not authorized in th 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 PTF's in this office	

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
CCa's are not authorized in the clerk craft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 3
- b. Current Total Non-OverTime CLERK PSE Hours per Month 420
- c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month -36
- d. Number of CLERK PSE that will have Reduced Hours 3
- e. Number of CLERK PSE that will be Terminated 0
- f. Number of CLERK PSE Remaining After Impact 3
- g. Provide Narrative Justifying need for Remaining CLERK PSE
PSE hours will be reduced

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	
PTR's are not authorized in the clerk craft	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	9
b. Planned Number of CLERK FTR Positions After Impact	8
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	1
e. Provide Narrative Explaining need for Excessing	
a staffing and scheduling review resulted in a need to excess one 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	-136
b. Planned Reduction in Total OT Hours per Month	-19
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	-36
h. Total Planned Non-OT Hours per Month	1508
i. Total FTE Savings	-1

WATONVILLE

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	3082	153	20.14
LDC 44	501	153	3.27
LDC 42	332	153	2.17
LDC 45	2259	153	14.76
LDC 48	2633	153	17.21
TOTAL	8807	153	57.56

FTE Proposed	7.0
FTE Current	8.0
FTE Reduction	1.0
Impact Submitted	-1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
58292	WATSONVILLE PO	NARTATES	JIMMIE		3247549	95560445	WINDOW CLK	6	110	4	45	2/25/1989	1
58292	WATSONVILLE PO	PERALES	CECILIA		3309825	95569935	WINDOW CLK	6	110	4	45	7/28/1990	1
58292	WATSONVILLE PO	BATIN	ADELLA	D	3411756	95862496	BULK MAIL CLERK	7	110	7	79	3/23/1991	1
58292	WATSONVILLE PO	BREMIS	KAREN	L	3070699	95853354	MAIL PROCESSING CLERK	6	110	4	45	7/5/1997	1
58292	WATSONVILLE PO	GUZMAN	VERONICA		3290454	95596705	SALES,SVCS/DI STRIBUTION ASSOC	6	110	4	43	1/31/1998	1
58292	WATSONVILLE PO	MEI	JOHN	Z	3405818	70827683	MAIL PROCESSING CLERK	6	110	4	43	5/9/1998	1
58292	WATSONVILLE PO	PIRA	GARNET	B	3106060	95550243	SALES,SVCS/DI STRIBUTION ASSOC	6	110	4	43	8/1/1998	3
58292	WATSONVILLE PO	VALDIVIA	JOEL	V	3244211	70949525	SALES,SVCS/DI STRIBUTION ASSOC	6	110	4	43	6/5/1999	1
58292	WATSONVILLE PO	CASTORENA	GLORIA	P	2961298	70659548	SALES,SVCS/DI STRIBUTION ASSOC	6	215	4	43	5/14/2005	1

Imported

WorkHour Impact Report

Impacted Bid Cluster	CARMEL POST OFFICE
Installation Address	Event 47513
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina Lopez
Report Prepared Date	08/11/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	372	337	-35	-140	-1820	-1	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	23	6.2%	-2.8	0		20	6%

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	
Casuals are not authorized in the clerk craft	

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	
MHA's are not authorized 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 PTF's in this office	

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
CCA's are not authorized in the clerk craft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 1
- b. Current Total Non-OverTime CLERK PSE Hours per Month 128
- c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month -4
- d. Number of CLERK PSE that will have Reduced Hours 1
- e. Number of CLERK PSE that will be Terminated 0
- f. Number of CLERK PSE Remaining After Impact 1
- g. Provide Narrative Justifying need for Remaining CLERK PSE
The hour of the one PSE will be reduced slightly

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
CLERK PTRs | NO
0 |
| e. Provide Narrative Explaining need for Excessing
PTR's re not authorized in the clerk craft | |

Full Time Regular (FTRs)

- | | |
|--|----------|
| a. Current Number of CLERK FTRs on Rolls | 10 |
| b. Planned Number of CLERK FTR Positions After Impact | 9 |
| c. Estimated Number of CLERK FTR Attrition | 0 |
| d. Will there be any CLERK FTRs Excessed from Craft or Installation
If Yes how Many CLERK FTRs | YES
1 |
| e. Provide Narrative Explaining need for Excessing
A staffing and scheduling review resulted in a need to excess one 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	-136
b. Planned Reduction in Total OT Hours per Month	-11
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	-4
h. Total Planned Non-OT Hours per Month	1348
i. Total FTE Savings	-1

CARMEL

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	1803	153	11.78
LDC 44	2356	153	15.40
LDC 42	325	153	2.12
LDC 45	3346	153	21.87
LDC 48	3153	153	20.61
TOTAL	10983	153	71.78

FTE Proposed	8.0
FTE Current	11.0
FTE Reduction	-2.0
Impact Submitted	-1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
51314	CARMEL PO	JOHNSON	SHARON	A	3017047	95836399	DIST WINDOW CLK	6	110	4	45	3/16/1985	1
51314	CARMEL PO	BATARA	ANDY	J	2993895	70447351	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	43	1/4/1986	1
51314	CARMEL PO	MANNING JR	WILLIAM		3205238	95651221	DIST WINDOW CLK	6	110	4	45	11/26/1994	1
51314	CARMEL PO	MITCHELL	ELLIOTT		3004991	70826554	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	43	2/18/1995	1
51314	CARMEL PO	HINES	ZOE	Y	3423632	95668866	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	8/14/1999	2
51314	CARMEL PO	MA	CELIA	T	3175783	70447439	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	11/6/1999	1
51314	CARMEL PO	BALDONADO	LOLITA	C	3139825	95564753	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	45	11/6/1999	2
51314	CARMEL PO	VALDEZ JR	DOMINADOR	G	2990759	70663135	SALES, SVCS/DISTRIBUTION ASSOC	6	215	4	43	11/18/2000	1
51314	CARMEL PO	HARAN	HEATHER	E	3579932	70719513	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	48	4/30/2005	2
51314	CARMEL PO	DIAMSAY	RAQUEL	M	3667404	70826557	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	45	6/10/2006	1

Expected

WorkHour Impact Report

Impacted Bid Cluster	EL CERRITO POST OFFICE
Installation Address	Event 47523
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina Lopez
Report Prepared Date	08/11/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	326	255	-71	-284	-3692	-2	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	28	8.6%	-14	0		14	5.5%

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

Casuals are not authorized in the clerk craft

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

MHA's are not authorized 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 Exceeded from Craft or Installation NO
- If Yes how Many CLERK PTFs 0
- f. Provide Narrative Explaining need for Excessing

There are no PTFs in this office

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
CCA's are not authorized in the clerk craft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 2
- b. Current Total Non-OverTime CLERK PSE Hours per Month 184
- c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month -4
- d. Number of CLERK PSE that will have Reduced Hours 1
- e. Number of CLERK PSE that will be Terminated 0
- f. Number of CLERK PSE Remaining After Impact 2
- g. Provide Narrative Justifying need for Remaining CLERK PSE
PSE hours are already low but a slight radditonal reduction will be made

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 Exceeded from Craft or Installation | NO |
| CLERK PTRs | 0 |
| e. Provide Narrative Explaining need for Excessing | |
| PTR's are not authorized in the clerk craft | |

Full Time Regular (FTRs)

- | | |
|--|-----|
| a. Current Number of CLERK FTRs on Rolls | 8 |
| b. Planned Number of CLERK FTR Positions After Impact | 6 |
| c. Estimated Number of CLERK FTR Attrition | 0 |
| d. Will there be any CLERK FTRs Exceeded from Craft or Installation | YES |
| If Yes how Many CLERK FTRs | 2 |
| e. Provide Narrative Explaining need for Excessing | |
| a staffing and scheduling review resulted in a need to excess 2 FT clerks from the craft and/or installation | |

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-280
b. Planned Reduction in Total OT Hours per Month	-56
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	-4
h. Total Planned Non-OT Hours per Month	1020
i. Total FTE Savings	-2

EL CERRITO

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	1586	153	10.37
LDC 44	265	153	1.73
LDC 42	126	153	0.82
LDC 45	2820	153	18.43
LDC 48	2063	153	13.48
TOTAL	6860	153	44.84

FTE Proposed	5.0
FTE Current	8.0
FTE Reduction	-2.0
Impact Submitted	-2

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
52390	EL CERRITO PO	ARRIAGA	LETICIA	M	3109909	95604717	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	9/28/1985	4
52390	EL CERRITO PO	CARVAJAL	MARGARITA		3288841	70813217	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	45	4/26/1986	1
52390	EL CERRITO PO	HERRERA	LISA	M	3238238	95533212	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	9/27/1986	6
52390	EL CERRITO PO	GURULE	CELIA	M	3323906	95627359	DIST WINDOW CLK	6	110	4	48	6/2/1990	7
52390	EL CERRITO PO	EDWARDS	KATHERINE	D	3279698	95859309	DIST WINDOW CLK	6	110	4	43	2/1/1997	9
52390	EL CERRITO PO	SANTO DOMINGO	PERLA	V	3104200	70766274	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	45	7/19/1997	2
52390	EL CERRITO PO	TU	MICHAEL	M	3164359	95780771	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	45	5/23/1998	10
52390	EL CERRITO PO	PEREZ	JULITA	P	3253292	70766426	SALES, SVCS/DISTRIBUTION ASSOC	6	110	4	45	12/3/2005	13

Inspected

WorkHour Impact Report

Impacted Bid Cluster	LAFAYETTE POST OFFICE
Installation Address	Event 47507
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina Lopez
Report Prepared Date	08/10/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	320	252	-68	-272	-3536	-2	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	0	0%	0	0		0	0%

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	
casuals are not authorized in the clerk craft	

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	
MHA's are not authorized 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 this office	

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
CCa's are not authorized in the clerk craft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 1
- b. Current Total Non-OverTime CLERK PSE Hours per Month 56
- 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 1
- g. Provide Narrative Justifying need for Remaining CLERK PSE
The one PSE in this office is working very minimal hours therefore no further reduction will be made

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 | |
| PTR's are not authorized int he clerk craft | |

Full Time Regular (FTRs)

- | | |
|---|-----|
| a. Current Number of CLERK FTRs on Rolls | 9 |
| b. Planned Number of CLERK FTR Positions After Impact | 7 |
| 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 | 2 |
| e. Provide Narrative Explaining need for Excessing | |
| a staffing and scheduling review resulted in a need to excess 2 Ft clerks from the craft snd installation | |

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-272
b. Planned Reduction in Total OT Hours per Month	0
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	1008
i. Total FTE Savings	-2

LAFAYETTE

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	1668	153	10.90
LDC 44	303	153	1.98
LDC 42	102	153	0.67
LDC 45	2097	153	13.71
LDC 48	1806	153	11.80
TOTAL	5976	153	39.06

FTE Proposed	4.0
FTE Current	9.0
FTE Reduction	-4.0
Impact Submitted	-2

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
54038	LAFAYETTE PO	HALL-BUTLER	DAWNELL	D	2947280	95854859	DIST WINDOW CLK	6	110	4	45	1/21/1995	1
54038	LAFAYETTE PO	CIPRIANO	RODERICK	T	3075650	95589714	SALES, SVCS/DI STRIBUTION ASSOC	6	110	4	43	1/3/1998	1
54038	LAFAYETTE PO	DHILLON	PRITAM	K	3220218	95494031	SALES, SVCS/DI STRIBUTION ASSOC	6	110	4	45	8/29/1998	1
54038	LAFAYETTE PO	MARRUJO	LINDA	C	2957817	95550387	SALES, SVCS/DI STRIBUTION ASSOC	6	110	4	45	6/3/2000	1
54038	LAFAYETTE PO	SANDHU	INDERPREET	K	3214322	95679817	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	7/15/2000	1
54038	LAFAYETTE PO	SUGAOKA	SHOW	C	3159937	95552776	SALES, SVCS/DI STRIBUTION ASSOC	6	110	4	43	8/12/2000	1
54038	LAFAYETTE PO	HAMANAKA	MARC	K	3246005	71132038	SALES, SVCS/DI STRIBUTION ASSOC	6	110	4	45	8/26/2000	1
54038	LAFAYETTE PO	CASTRO	LEILANIE	J	3096852	71129705	SALES, SVCS/DI STRIBUTION ASSOC	6	110	4	45	3/19/2005	1
54038	LAFAYETTE PO	JOEL	MADELENE	U	3586286	70144233	SALES, SVCS/DI STRIBUTION ASSOC	6	210	4	45	5/28/2005	1

Impacted

WorkHour Impact Report

Impacted Bid Cluster	MORAGA POST OFFICE
Installation Address	Event 47508
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina Lopez
Report Prepared Date	08/10/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	277	181	-96	-384	-4992	-3	1664

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	10	3.6%	-3.84	0		6	3.4%

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	

Casuals are not authorized in the clerk craft

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	

MHA's are not authorized in the clerk craft

Part Time Flexible (PTFs)

a. Current Number of CLERK PTFs on Rolls	1
b. Current Total Non-OverTime CLERK PTFs Hours per Month	84
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	

The PTF is working minimal hours so no reduction in hours will be taken

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
CCa's are not authorized in the clerk craft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 0
- b. Current Total Non-OverTime CLERK PSE Hours per Month 0
- 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 0
- g. Provide Narrative Justifying need for Remaining CLERK PSE
There are no PSE's in this office

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 PTR's are not authorized in the clerk craft	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	8
b. Planned Number of CLERK FTR Positions After Impact	5
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	3
e. Provide Narrative Explaining need for Excessing at staffing and scehduling review resulted in need to excess 3 Ft clerks from the craft and/or instillation	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-384
b. Planned Reduction in Total OT Hours per Month	-15
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	724
i. Total FTE Savings	-3

MORAGA

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	1196	153	7.82
LDC 44	223	153	1.46
LDC 42	261	153	1.71
LDC 45	2067	153	13.51
LDC 48	1797	153	11.75
TOTAL	5544	153	36.24

FTE Proposed	4.0
FTE Current	8.0
FTE Reduction	-3.0
Impact Submitted	-3

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
55148	MORAGA PO	HOM	SIU MUI		3208535	71137467	SALES, SVCS/DISTR IBUTION ASSOC	6	110	4	43	5/9/1985	1
55148	MORAGA PO	MATTHEWS	JOSEPH	R	3178869	71137469	SALES, SVCS/DISTR IBUTION ASSOC	6	110	4	43	2/27/1988	1
55148	MORAGA PO	GRAY	PERLITA	G	3176891	70839367	SALES, SVCS/DISTR IBUTION ASSOC	6	110	4	45	12/3/1988	1
55148	MORAGA PO	WILLIAMS	JIMMY	L	3282561	71137470	SALES, SVCS/DISTR IBUTION ASSOC	6	110	4	43	12/3/1988	2
55148	MORAGA PO	LOTSPEICH	TIMOTHY	J	3258002	71137468	SALES, SVCS/DISTR IBUTION ASSOC	6	110	4	43	12/3/1988	3
55148	MORAGA PO	HAYSE	SHELLEY	G	3205447	70706479	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	9/14/1996	1
55148	MORAGA PO	GIRI	SUSHMA	K	3586341	95499604	SALES, SVCS/DISTR IBUTION ASSOC	6	110	4	45	1/31/1998	1
55148	MORAGA PO	FAHMY	MEDHAT	S	3064543	95614211	SALES, SVCS/DISTR IBUTION ASSOC	6	110	4	45	1/31/1998	2

Reported

WorkHour Impact Report

Impacted Bid Cluster	NEWARK POST OFFICE
Installation Address	Event 47542
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina Lopez
Report Prepared Date	08/11/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	317	274	-43	-172	-2236	-1	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	25	7.9%	-11	0		14	5.1%

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

Casuals are not authorized in the clerkc craft

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

MHA's are not athorized 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 this office

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
CCa's are not authorized in the clerk craft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 2
- b. Current Total Non-OverTime CLERK PSE Hours per Month 288
- c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month -32
- d. Number of CLERK PSE that will have Reduced Hours 2
- e. Number of CLERK PSE that will be Terminated 0
- f. Number of CLERK PSE Remaining After Impact 2
- g. Provide Narrative Justifying need for Remaining CLERK PSE
PSE hours will be reduced

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 PTR's ar not authorized in the clerk craft	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	7
b. Planned Number of CLERK FTR Positions After Impact	6
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	1
e. Provide Narrative Explaining need for Excessing a staffing and scheduling review resulted in a need to excess one FT clerk from the crat and installation	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-140
b. Planned Reduction in Total OT Hours per Month	-44
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	1096
i. Total FTE Savings	-1

NEWARK

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	1741	153	11.38
LDC 44	234	153	1.53
LDC 42	149	153	0.97
LDC 45	2564	153	16.76
LDC 48	1522	153	9.95
TOTAL	6210	153	40.59

FTE Proposed	5.0
FTE Current	7.0
FTE Reduction	-1.0
Impact Submitted	-1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
55340	NEWARK PO	HERNANDEZ	MARA	L	3154133	95572489	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	48	1/31/1998	1
55340	NEWARK PO	LEYVA	SANDRA		3210566	95608722	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	45	6/6/1998	1
55340	NEWARK PO	OCON	ZELA		3205060	95570056	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	45	5/6/2000	1
55340	NEWARK PO	MARCHAN	ELVIDA		3097473	70538884	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	45	5/6/2000	2
55340	NEWARK PO	VALLEJO	DIOSELIN		3585182	95734978	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	45	5/14/2005	1
55340	NEWARK PO	FISHER	KIMBERLY	K	3108497	70706484	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	9/30/2006	1
55340	NEWARK PO	NOWAK	HALINA	J	3227821	95528426	DIST WINDOW CLK	6	110	4	45	11/24/2007	1

Imported

WorkHour Impact Report

Impacted Bid Cluster	PLEASANTON POST OFFICE
Installation Address	Event 47543
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina Lopez
Report Prepared Date	08/10/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	920	769	-151	-604	-7852	-5	1612

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	52	5.7%	-11.2	0		41	5.3%

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	
CAAs are not authorized in the clerk craft	

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	
MHA's are not authorized 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 Exceeded from Craft or Installation	NO
If Yes how Many CLERK PTFs	0
f. Provide Narrative Explaining need for Excessing	
there are no PTFs in this office	

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
CCa's are not authorized in the clerk craft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 4
- b. Current Total Non-OverTime CLERK PSE Hours per Month 496
- c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month -8
- d. Number of CLERK PSE that will have Reduced Hours 2
- e. Number of CLERK PSE that will be Terminated 0
- f. Number of CLERK PSE Remaining After Impact 4
- g. Provide Narrative Justifying need for Remaining CLERK PSE
PSE hours will be reduced

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 | |
| PTR's are not authorized in the clerk craft | |

Full Time Regular (FTRs)

- | | |
|---|-----|
| a. Current Number of CLERK FTRs on Rolls | 26 |
| b. Planned Number of CLERK FTR Positions After Impact | 21 |
| 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 | 5 |
| e. Provide Narrative Explaining need for Excessing | |
| A staffing and scheduling review resulted in a need to excess 5 Ft clerks from the craft and/or installtion | |

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-596
b. Planned Reduction in Total OT Hours per Month	-45
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	-8
h. Total Planned Non-OT Hours per Month	3076
i. Total FTE Savings	-5

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
56138	PLEASANTON PO	HALE	CHRISTOPHER	B	3148483	70995896	SALES AND SERVICES ASSOCIATE	6	110	4	45	10/30/1982	4
56139	PLE-DUBLIN BR	FLOTTE	DEBRA	J	3154417	70512035	SALES AND SERVICES ASSOCIATE	6	110	4	45	8/18/1984	1
56139	PLE-DUBLIN BR	DE LA PENA	ROSA	M	2957427	70512033	SALES AND SERVICES ASSOCIATE	6	110	4	45	5/25/1985	6
56138	PLEASANTON PO	CASTILLO	RITA	M	3399298	95765035	WINDOW CLK	6	110	4	45	9/28/1985	9
56138	PLEASANTON PO	SOTELO	CAROLINA		2965394	95541372	MAIL PROCESSING CLERK	6	110	4	48	9/28/1985	10
56138	PLEASANTON PO	MELE	MICHAEL	A	2954022	95864428	MAIL PROCESSING CLERK	6	110	4	43	6/21/1986	11
56138	PLEASANTON PO	PINEDO	DAVID		3345698	95862330	MAIL PROCESSING CLERK	6	110	4	43	10/11/1986	12
56138	PLEASANTON PO	DRAPER	THELMA	M	2989945	70511798	SALES,SVCS/D ISTRIBUTION ASSOC	6	110	4	43	11/22/1986	14
56138	PLEASANTON PO	SEGUINTE	EDWIN	A	3253779	95565758	MAIL PROCESSING CLERK	6	110	4	43	12/6/1987	16
56138	PLEASANTON PO	PARK	MYONG	H	3070061	70467531	SALES,SVCS/D ISTRIBUTION ASSOC	6	110	4	45	5/7/1988	6

PLEASANTON

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	5398	153	35.28
LDC 44	925	153	6.05
LDC 42	1443	153	9.43
LDC 45	5852	153	38.25
LDC 48	4736	153	30.95
TOTAL	18354	153	119.96

FTE Proposed	15.0
FTE Current	25.0
FTE Reduction	-10.0
Impact Submitted	

DUBLIN

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	295	153	1.93
LDC 44	241	153	1.58
LDC 42	0	153	0.00
LDC 45	2536	153	16.58
LDC 48	1370	153	8.95
TOTAL	4442	153	29.03

FTE Proposed	3.0	Total	18.0
FTE Current	4.0		29.0
FTE Reduction	-1.0		11.0
Impact Submitted			-5.0

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
56138	PLEASANTON PO	REDDER	THERESA	Y	3011503	95595845	BULK MAIL CLERK	7	110	7	79	5/7/1988	19
56138	PLEASANTON PO	HU	CHING	Y	2950441	95800465	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	5/7/1988	20
56138	PLEASANTON PO	TARUC	YOLANDA	M	3238030	95530976	SALES,SVCS/D ISTRIBUTION ASSOC	6	110	4	45	2/25/1989	22
56138	PLEASANTON PO	XU	PETER		3274108	70512030	SALES,SVCS/D ISTRIBUTION ASSOC	6	110	4	43	2/25/1989	23
56138	PLEASANTON PO	CHENG	KUO LUNG		2981909	70511796	SALES,SVCS/D ISTRIBUTION ASSOC	6	110	4	45	6/16/1990	27
56138	PLEASANTON PO	BUI	GINA		3328501	70512032	SALES AND SERVICES ASSOCIATE	6	110	4	45	7/14/1990	28
56138	PLEASANTON PO	BAINS	JASWINDER	K	3150892	70512028	SALES,SVCS/D ISTRIBUTION ASSOC	6	110	4	43	2/23/1991	31
56138	PLEASANTON PO	ANAND	NEERU		3166654	70512029	SALES,SVCS/D ISTRIBUTION ASSOC	6	110	4	45	11/25/1995	33
56138	PLEASANTON PO	WONG	LILY	Q	3346486	95617910	SALES AND SERVICES ASSOCIATE	6	110	4	45	4/26/1997	34
56139	PLE-DUBLIN BR	YEUNG	ANGELA	O	3142802	70960812	SALES AND SERVICES ASSOCIATE	6	110	4	45	4/26/1997	35

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
56139	PLE-DUBLIN BR	CHAN	ESMERALDO	I	2945017	70706493	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	8/2/1997	24
56138	PLEASANTON PO	ATIS	ANGELITO	T	2990796	70511794	SALES, SVCS/D ISTRIBUTION ASSOC	6	110	4	45	1/17/1998	37
56138	PLEASANTON PO	LEE	NICKI		3315664	70692881	SALES AND SERVICES ASSOCIATE	6	210	4	45	6/11/2005	32
56138	PLEASANTON PO	DIESMA	JENNIFER	D	3220363	71137056	SALES, SVCS/D ISTRIBUTION ASSOC	6	110	4	45	6/11/2005	33
56138	PLEASANTON PO	GARCIDUENAS-MIL	SARAH	A	3316924	70995897	SALES, SVCS/D ISTRIBUTION ASSOC	6	110	4	45	5/27/2006	29
56138	PLEASANTON PO	LI	RACHEL	L	3666746	70884350	SALES, SVCS/D ISTRIBUTION ASSOC	6	110	4	45	5/27/2006	47

Imported

WorkHour Impact Report

Impacted Bid Cluster	SAN LEANDRO POST OFFICE
Installation Address	Event 47544
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina Lopez
Report Prepared Date	08/12/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	955	804	-151	-604	-7852	-5	1664

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	36	3.8%	-7.6	0		28	3.5%

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	
Casuals are not authorized in the clerk craft	

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	
MHA's ar not authorized in tne 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	
Tehre are no PTFs in this office	

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
CCa's are not authorized in the clerk craft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 4
- b. Current Total Non-OverTime CLERK PSE Hours per Month 416
- c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month -4
- d. Number of CLERK PSE that will have Reduced Hours 1
- e. Number of CLERK PSE that will be Terminated 0
- f. Number of CLERK PSE Remaining After Impact 4
- g. Provide Narrative Justifying need for Remaining CLERK PSE
PSE hours are low but will be redued slightly

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 | |
| PTR's are not authorized in the clerk craft | |

Full Time Regular (FTRs)

- | | |
|---|-----|
| a. Current Number of CLERK FTRs on Rolls | 27 |
| b. Planned Number of CLERK FTR Positions After Impact | 22 |
| 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 | 5 |
| e. Provide Narrative Explaining need for Excessing | |
| a staffing and scheduling review resulted in a nee to excess5 full-time clerks from the craft and/or installation | |

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-600
b. Planned Reduction in Total OT Hours per Month	-30
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	-4
h. Total Planned Non-OT Hours per Month	3216
i. Total FTE Savings	-5

SAN LEANDRO

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	4564	153	29.83
LDC 44	402	153	2.63
LDC 42	256	153	1.67
LDC 45	6356	153	41.54
LDC 48	3642	153	23.80
TOTAL	15220	153	99.48

FTE Proposed	12.0
FTE Current	14.0
FTE Reduction	-1.0
Impact Submitted	

SOUTH SAN LEANDRO

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	2745	153	17.94
LDC 44	106	153	0.69
LDC 42	141	153	0.92
LDC 45	1551	153	10.14
LDC 48	2441	153	15.95
TOTAL	6984	153	45.65

FTE Proposed	5.0	Total	17.0
FTE Current	10.0		24.0
FTE Reduction	-4.0		6.0
Impact Submitted			-5

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
56871	SAN-SOUTH SAN LEANDRO	HOUSTON	RICHARD	H	3156664	70149289	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	43	7/21/1973	4
56852	SAN LEANDRO PO	CURRY	JOSEPH		3348333	95801775	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	12/3/1977	1
56852	SAN LEANDRO PO	CRAWFORD	KEITH	B	3183938	95469391	DIST WINDOW CLK	6	110	4	45	5/2/1981	1
56852	SAN LEANDRO PO	CUEVAS	ROLANDO	F	2947948	95821933	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	7/24/1982	1
56871	SAN-SOUTH SAN LEANDRO	JIMENEZ	LETICIA	R	3235236	95626728	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	43	12/14/1982	1
56852	SAN LEANDRO PO	FRANCIS	RODERICK	K	3233506	70149276	SALES,SVCS/DIST RIBUTION ASSOC	6	110	67	67	1/22/1983	1
56852	SAN LEANDRO PO	SEVIER	SANDRA	I	2955890	95581786	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	43	5/12/1984	1
56852	SAN LEANDRO PO	REYES	MARIA	A	3339144	95578531	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	45	5/12/1984	3
56852	SAN LEANDRO PO	BOGDANOS	DEMETRIOS	G	3172699	70405118	BULK MAIL CLERK	7	110	7	79	5/10/1986	1
56852	SAN LEANDRO PO	OBERST	VERONICA	B	3426202	95644483	SALES,SVCS/DIST RIBUTION ASSOC	6	110	67	67	6/2/1986	1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
56871	SAN-SOUTH SAN LEANDRO	SENER	TERESA	G	3186611	95519324	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	45	9/13/1986	1
56871	SAN-SOUTH SAN LEANDRO	LOPEZ	DOLORES	M	3110238	95606867	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	45	9/13/1986	2
56852	SAN LEANDRO PO	MACABE	DOREEN	D	3096443	70207730	BULK MAIL CLERK	7	110	7	79	12/19/1987	1
56852	SAN LEANDRO PO	BICOMONG	OBDULIA	R	3181007	70149145	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	43	12/19/1987	2
56871	SAN-SOUTH SAN LEANDRO	YI	MYUNG	O	3041346	70708408	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	2/13/1988	1
56852	SAN LEANDRO PO	YOO	RAN	H	3357238	95700046	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	43	2/13/1988	2
56852	SAN LEANDRO PO	FREEMAN	TODD	A	3339954	70149281	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	43	5/21/1988	1
56852	SAN LEANDRO PO	COLUMBRES	TERESITA	U	2952379	95832561	DIST WINDOW CLK	6	110	4	43	9/23/1989	1
56871	SAN-SOUTH SAN LEANDRO	CAMMACK	SHARON	R	3121377	70149293	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	43	4/7/1990	1
56852	SAN LEANDRO PO	LI	HELEN		3076851	95771980	DIST WINDOW CLK	6	110	4	45	10/16/1993	1

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
56852	SAN LEANDRO PO	ROGERS	TERESA	M	3206394	70522057	BULK MAIL CLERK	7	110	7	79	1/6/1997	1
56871	SAN-SOUTH SAN LEANDRO	CUEVAS	VICTORIA	P	3228198	95580958	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	48	5/23/1998	1
56871	SAN-SOUTH SAN LEANDRO	PANORINGAN	BONG	C	3311484	70416403	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	43	3/25/2000	1
56852	SAN LEANDRO PO	CUSTODIO	NILDA	M	3052623	70361424	BULK MAIL CLERK	7	110	7	79	5/20/2000	1
56852	SAN LEANDRO PO	MA	AIHUA		3562069	70149146	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	43	3/19/2005	1
56852	SAN LEANDRO PO	MACEREN	JACQUELINE		3586322	95572233	SALES, SVCS/DIST RIBUTION ASSOC	6	110	4	45	5/28/2005	1
56852	SAN LEANDRO PO	ULLOA	ELBA		3039984	95725200	GENERAL CLERK	6	110	4	48	9/8/2012	1

~~Imported~~
Imported ✓

WorkHour Impact Report

Impacted Bid Cluster	SAN RAMON POST OFFICE
Installation Address	Event 47510
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina Lopez
Report Prepared Date	08/11/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	762	516	-246	-984	-12792	-7	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	40	5.2%	-13	0		27	5.2%

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	
Casuals are not authorized in the clerk craft	

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	
MHA's are not authorized in the clerkcraft	

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 on the rolls in this office	

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
CCA's are not authorized in the clerk crsft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 4
- b. Current Total Non-OverTime CLERK PSE Hours per Month 528
- c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month -8
- d. Number of CLERK PSE that will have Reduced Hours 2
- e. Number of CLERK PSE that will be Terminated 0
- f. Number of CLERK PSE Remaining After Impact 4
- g. Provide Narrative Justifying need for Remaining CLERK PSE
PSE hours will be reduced

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	
PTR's are not authorized in the clerk craft	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	18
b. Planned Number of CLERK FTR Positions After Impact	11
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	7
e. Provide Narrative Explaining need for Excessing	
A staffing and scheduling review resulted in a need to excess 7 full-time clerks from the craft and/or installation	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-976
b. Planned Reduction in Total OT Hours per Month	-52
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	-8
h. Total Planned Non-OT Hours per Month	2064
i. Total FTE Savings	-7

SAN RAMON

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	6330	153	41.37
LDC 44	618	153	4.04
LDC 42	266	153	1.74
LDC 45	2788	153	18.22
LDC 48	4038	153	26.39
TOTAL	14040	153	91.76

FTE Proposed	12.0
FTE Current	18.0
FTE Reduction	-6.0
Impact Submitted	-6

ty SAN RAMON

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	6330	153	41.37
LDC 44	618	153	4.04
LDC 42	266	153	1.74
LDC 45	2788	153	18.22
LDC 48	4038	153	26.39
TOTAL	14040	153	91.76

FTE Proposed	12.0
FTE Current	18.0
FTE Reduction	-6.0
Impact Submitted	-6

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
56924	SAN RAMON PO	GUERRA	FRANK	E	3022978	95518799	MAIL PROCESSING CLERK	6	110	4	48	9/29/1984	5
56924	SAN RAMON PO	VARELA	MARY	E	3250996	70392796	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	43	11/24/1984	1
56924	SAN RAMON PO	BORJON	MARGARET	A	3295155	95823186	MAIL PROCESSING CLERK	6	110	4	43	3/30/1985	7
56924	SAN RAMON PO	LOPEZ	ERNESTO		2955380	95634931	MAIL PROCESSING CLERK	6	110	4	43	9/28/1985	8
56924	SAN RAMON PO	GARCIA	MARGARITA		3257078	95588315	MAIL PROCESSING CLERK	6	110	67	67	2/15/1986	9
56924	SAN RAMON PO	RAMOS	ROBERT	I	3015818	95613128	MAIL PROCESSING CLERK	6	110	4	43	9/27/1986	11
56924	SAN RAMON PO	RODRIGUEZ	LILLIAN		3424283	70746813	MAIL PROCESSING CLERK	6	110	4	43	11/21/1987	4
56924	SAN RAMON PO	UY	FEDERIC	K	3393985	95749503	MAIL PROCESSING CLERK	6	110	4	43	3/12/1988	14
56924	SAN RAMON PO	OMMEN	CLAUDIA	D	2978163	95551522	WINDOW CLK	6	110	4	45	5/7/1988	15
56924	SAN RAMON PO	YUN	HUI TING		3027620	95511779	DIST WINDOW CLK	6	110	4	45	6/2/1990	22

56924	SAN RAMON PO	FONG	LING		2998062	70708410	LEAD SALES & SERVICES ASSOCIATE	7	110	4	45	6/16/1990	23
56924	SAN RAMON PO	YU	SUSAN	L	3066545	95869469	DIST WINDOW CLK	6	110	4	45	4/6/1991	24
56924	SAN RAMON PO	BEAUDOIN	RENEE	L	3135039	95779173	DIST WINDOW CLK	6	110	4	45	4/17/1993	25
56924	SAN RAMON PO	PARCO	MARIE	F	3342181	70212508	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	45	4/11/1998	8
56924	SAN RAMON PO	MOSLEY	LEATRICE	I	2981644	95812985	BULK MAIL CLERK	7	110	4	48	5/9/1998	1
56924	SAN RAMON PO	KWON	SOON	C	3047217	70392797	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	45	3/18/2006	1
56924	SAN RAMON PO	BOMAGAT	FRANCIS		3429104	70506961	SALES,SVCS/DIST RIBUTION ASSOC	6	110	4	43	4/26/2008	1
56924	SAN RAMON PO	VIRK	AMARDEEP	K	3565795	70517697	SALES,SVCS/DIST RIBUTION ASSOC	6	110	67	67	6/16/2012	1

Expected

WorkHour Impact Report

Impacted Bid Cluster	WALNUT CREEK POST OFFICE
Installation Address	Event 47511
Area Name	PACIFIC
Impact Type	Reduction Other Than by Attrition
Date of Impact	01/01/2015
Period (Dates) of Review Performed	08/03/2013 thru 08/01/2014
Report Prepared By	Tina Lopez
Report Prepared Date	08/18/2014
Reviewed By	Mark Martinez
Phone	(510) 874-8222

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	1069	787	-282	-1128	-14664	-8	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	81	7.6%	-35.5	0		46	5.8%

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	
Casuals are not authorized in the clerk craft	

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	
MHA's are not authorized 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 PTF's in this office	

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
CCa's are not authorized in the clerk craft

Postal Support Employees (PSE)

- a. Current Number of CLERK PSE on Rolls 4
- b. Current Total Non-OverTime CLERK PSE Hours per Month 496
- c. Planned Reduction in Total Non-OverTime CLERK PSE Hours per Month -8
- d. Number of CLERK PSE that will have Reduced Hours 2
- e. Number of CLERK PSE that will be Terminated 0
- f. Number of CLERK PSE Remaining After Impact 4
- g. Provide Narrative Justifying need for Remaining CLERK PSE
PSE hours will be reduced

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 PTR's are not authorized in the clerk craft	

Full Time Regular (FTRs)

a. Current Number of CLERK FTRs on Rolls	27
b. Planned Number of CLERK FTR Positions After Impact	19
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	8
e. Provide Narrative Explaining need for Excessing a staffing and scheduling review resulted in a need to excess 8 FT clerks from the craft and/or installation	

WorkHour Impact Report-CLERK

Preliminary Summary

a. Total Planned Non-OT Reduction per Month for Regulars and PTRs	-1120
b. Planned Reduction in Total OT Hours per Month	-142
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	-8
h. Total Planned Non-OT Hours per Month	3148
i. Total FTE Savings	-8

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
58238	WALNUT CREEK PO	HABJAN	DEBRA	A	3309523	95772477	CARRIER (CITY)	1	134	2B	21	11/18/2000	1
58238	WALNUT CREEK PO	FARR	RAMA	L	2994731	95558047	CARRIER (CITY)	1	134	2B	21	6/1/2002	1
58238	WALNUT CREEK PO	MELENDEZ	LINDA	M	3412740	95520585	CARRIER (CITY)	1	134	2B	21	7/27/2002	1
58238	WALNUT CREEK PO	SINGH	NARANJAN		3310500	95835044	CARRIER TECHNICIAN	2	134	2B	21	11/16/2002	1
58238	WALNUT CREEK PO	REED JR	GREGORY	D	3386288	95840115	CARRIER (CITY)	1	134	2B	21	11/16/2002	2
58238	WALNUT CREEK PO	CONTRERAS	SILVIO	E	3188842	95506203	CARRIER TECHNICIAN	2	134	2B	21	11/30/2002	1
58238	WALNUT CREEK PO	MANCOL	EDWIN	L	3291074	95708997	CARRIER (CITY)	1	134	2B	21	2/1/2003	1
58238	WALNUT CREEK PO	ROBERSON	LATATEANA	L	3438034	70665769	CARRIER TECHNICIAN	2	134	2B	21	5/17/2003	1
58238	WALNUT CREEK PO	SINGH	JOGINDER		2941996	95834254	CARRIER (CITY)	1	134	2B	21	9/4/2004	1
58238	WALNUT CREEK PO	MICHAELS	ROBERT	K	3058851	95657517	CARRIER (CITY)	1	134	2B	21	9/4/2004	144

Amended

FINANCE	OFFICE	LAST	FIRST	MI	EMP ID	JOB ID	JOB TITLE	PAY LEVEL	D/A	FUNC	LDC	SEN DATE	SEN #
58238	WALNUT CREEK PO	KIM	YOUNG	T	3568889	95521014	CARRIER TECHNICIAN	2	134	2B	21	2/19/2005	1
58238	WALNUT CREEK PO	KARNTHONG	COLLEEN	S	3668036	95877549	CARRIER (CITY)	1	134	2B	21	6/10/2006	1

Handwritten signature

WALNUT CREEK

WORK HOURS

	Earned	Total Days/Yr	Total Per Day
LDC 43	6183	153	40.41
LDC 44	726	153	4.75
LDC 42	1034	153	6.76
LDC 45	6529	153	42.67
LDC 48	5235	153	34.22
TOTAL	19707	153	128.80

FTE Proposed	16.0
FTE Current	26.0
FTE Reduction	-9.0
Impact Submitted	-8