



November 8, 2017

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Dear Union Representatives:

You are being advised that we are implementing the withholding provisions of Article 12.5.B.2 of the APWU National Agreement for all level 7 and below Full-Time Regular Clerk assignments, all level 5 and below Full-Time Regular Mail Handler assignments, all level 1 and below Full-Time Regular Letter Carrier assignments as well as all level 4 and below Custodial Craft assignments, both within the installation and within 50 miles of the installations identified below.

We are also implementing the withholding provisions of Article 12.6.B.2 of the NPMHU National Agreement for all level 5 and below Full-Time Regular Mail Handler assignments as well as all level 6 and below Clerk Craft assignments and all level 4 and below Custodial Craft assignments, both within the installation and within 50 miles of Installations identified below. This is due to the need to excess from this facility per the attached request.

Installation	Craft	Level	#Impacted
South Jersey P&DC	Mail Handler	4	23
	Mail Handler	5	2
South Jersey P&DC	Clerk	6	33
	Clerk	7	3
Trenton P&DC	Mail Handler	4	23
	Mail Handler	5	2
	Clerk	6	10
	Clerk	7	1

Due to volume workload reduction that the USPS is experiencing, it is necessary that employees as listed above be reassigned outside of these offices. The staffing review information supporting these actions is enclosed. This excessing will be in accordance with 12.5.C.5 and 12.6.C.5 of the National Agreements. These impacts will be effective on May 12, 2018.

Thank you.



Jill Miniard  
Manager, Labor Relations  
Eastern Area

cc: District Manager, Human Resources  
District Manager, Labor Relations  
Area LR Specialist Ken Botknecht  
Area LR Specialist Wendy Monk  
Area HR Analyst Lisa Thomas  
Area Complement Coordinator Maryann Raynish  
NALC National Business Agent Vada Preston  
NALC National Business Agent Larry Cirelli

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11/03/2017

**VICE PRESIDENT, AREA OPERATIONS**

**SUBJECT: Request to Vice-President, Area Operations for Withholding**

Due to reduction in mail volume, it is anticipated that the following:

<b>CRAFT</b>	<b>JOB CATEGORY</b>	<b>PAY LEVEL</b>	<b>COUNT</b>
CLERK	FT	06	2
CLERK	FT	07	1
CLERK	FT	06	4
CLERK	FT	06	1
CLERK	FT	06	3
CLERK	PSE	06	20

will be reassigned outside of the craft and/or installation at the following locations in the TRENTON POST OFFICE.

To minimize dislocation and inconvenience of regular work force employees consistent with the needs of the service, it is requested that full-time and part-time residual duty assignments be withheld within 50 miles.

Attached is a copy of the (supporting documentation, i.e., Impact/Workhour Report, Function4 Review, Methods Improvement Study, and/or any other documentation was used in the determination to support the anticipated excessing) relative to this action. It is anticipated that implementation of the above cited change would be May 12, 2018.

**RUSSELL F HERRICK**

Attachment(s)