



## NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

*National Headquarters*  
1727 KING STREET, SUITE 400  
ALEXANDRIA, VA 22314-2753  
(703) 836-9660

### **Board Memo 040-2021: Updated Guidance Re Lateral and Downgrade Assignments**

Executive Board,

On May 26, 2021, USPS Headquarters responded to NAPS' correspondence regarding administrative restructuring. Please see the attached letter outlining the modification that noncompetitive lateral reassignment or downgrade will be limited to LAC and RIF affected employees.

Please share the attached with our membership. This memo and attachments will also be posted on the NAPS website.

Thank you and be safe.

Sr Director, National HUMAN RESOURCES  
Employee Resource Management



May 26, 2021

OFFICERS

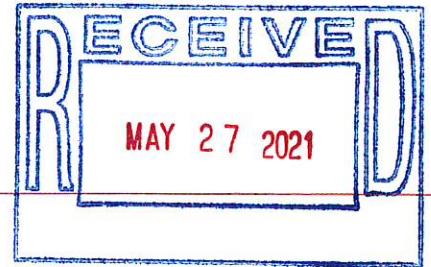
SUBJECT: Lateral Request from Field Executive Administrative Schedule (EAS) Employees  
To HQ Positions

Effective immediately, requests for laterals and downgrades from field employees, specifically employees in customer service and plant operations, and employees in non-impacted Headquarters (HQ) functions (General Counsel, Inspection Service) to lateral or downgrade into HQ positions should not be approved and will not be processed until completion of the 3 rounds of Reduction in Force (RIF) related job postings.

Employees from RIF impacted organizations may continue to request laterals and downgrades.

*Joseph R. Bruce*  
JOSEPH R. BRUCE

LABOR RELATIONS



May 26, 2021

Mr. Brian J. Wagner  
President  
National Association of Postal  
Supervisors  
1727 King Street, Suite 400  
Alexandria, VA 22314-2753

Dear Brian:

This is in response to your May 14 correspondence regarding a May 4 briefing that was provided on the administrative restructure. A timeline was provided to you on key Reduction-In-Force (RIF) Avoidance Activities including multiple rounds of Limited Area of Consideration (LAC) job postings for impacted and nonimpacted employees in the impacted competitive areas.

NAPS claimed that allowing nonimpacted employees opportunities to apply for vacant non-bargaining positions in the first two rounds of LAC job postings diminishes the opportunities for RIF impacted employees to receive a position and end their impacted status. NAPS recommended that the first LAC job posting be limited to only impacted employees.

These RIF avoidance activities, specifically permitting nonimpacted employees to compete with impacted employees for vacancies in the first two rounds of the LAC postings, has been a standard practice for the Postal Service for more than 10 years. This practice has been a successful strategy and can provide for more job vacancies for impacted employees to apply for in later rounds due to assignments that may become vacated following Round 1. If an individual is unsuccessful in receiving a promotion in Round 1, other job vacancies may become available in the next round that could be more suitable to an impacted individual. Further, impacted employees are eligible to apply in all three rounds of LAC postings.

Thank you for your correspondence and recommendation. The eligibility for each of the LAC postings will remain unchanged. However, the policy for noncompetitive lateral reassignment or downgrade will be modified and limited to only impacted and nonimpacted non-bargaining employees in the impacted headquarters, headquarters related, Area and District competitive areas until completion of the three rounds of RIF related job postings. This modified policy will exclude employees in Post Offices, Plants, Vehicle Maintenance Facilities, Judicial Office, General Counsel and Inspection Service competitive areas. Please see the attached memorandum from Joseph Bruce, Senior Director, National Human Resources regarding this temporary modification.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bruce A. Nicholson".

Bruce A. Nicholson  
Manager, LR Policy Administration

Enclosure



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May 14, 2021

Mr. Bruce Nicholson  
Manager, Labor Relations Policy Administration  
United States Postal Service  
475 L'Enfant Plaza SW Room 9426  
Washington DC 20260-4101

## RE: NAPS Recommendation to USPS RIF Effective May 2021 through October 2021

Dear Bruce,

On Tuesday, May 4, 2021, the Postal Service briefed the National Association of Postal Supervisors (NAPS) regarding the USPS May 3, 2021 Memo Transforming the Postal Service-Administrative Restructure Memo and the USPS Reduction-in-Force (RIF) Process and Timeline. During the briefing, NAPS was provided with a USPS PowerPoint presentation with a RIF timeline. On slide 3 of the PowerPoint (see below) the USPS is proposing three (3) Job Postings as key to RIF avoidance activities. Job postings 1 and 2 allow for RIF impacted and nonimpacted employees in impacted competitive areas to apply for EAS positions.

### Timeline – Key RIF Avoidance Activities

Activity	Date
Lift hiring freeze & announce key RIF dates & timelines (first postings to go up 5/25)	May 3, 2021
Second Voluntary Early Retirement Offering	May 7, 2021
Organizational announcements (specific VP Town Halls) sharing new structures/jobs, including specific employee impacts	May 18 - 20, 2021
Issue specific RIF notices to impacted employees (via mail & email)	May 21, 2021
Employees can request noncompetitive laterals or downgrades	May 20 – October 8, 2021
<b>Job Posting 1:</b> 10 day posting - Limited Area of Consideration (posted to impacted and nonimpacted employees in impacted competitive areas)	May 25 – June 3, 2021
Selection date for job posting 1	July 3, 2021
<b>Job Posting 2:</b> 5 day posting - Limited Area of Consideration (posted to impacted and nonimpacted employees in impacted competitive areas)	July 12 - 16, 2021
Selection date for job posting 2	August 14, 2021
Second VER irrevocable date	July 16, 2021
Second VER effective date	July 30, 2021
<b>Job Posting 3:</b> 5 day posting - Limited Area of Consideration (posted to impacted employees only)	August 23 – 27, 2021
Selection date for job posting 3	September 11, 2021

NAPS is committed to closely working with the Postal Service during the RIF process. We are also committed to ensuring any RIF impacted NAPS member will be given every opportunity to be considered and awarded an EAS position to which they are minimally qualified. In past USPS Reduction-In-Force activities, first RIF postings in a respective Limited Area of Consideration (LOC) were limited to impacted employees only. Nonimpacted EAS in these LOC's do not have to worry and stress about being RIF'd and finding another EAS position before the RIF deadline. By allowing nonimpacted employees to apply for vacant EAS positions during Job Posting 1 and 2, will only diminish the opportunities for RIF impacted employees to receive an EAS position and no longer be RIF impacted.

Had NAPS been previously consulted prior to the USPS announcing the respective RIF deadline on May 3, 2021 our following recommendation could have been given full and fair consideration and possibly implement as part of the respective May memo. Therefore, NAPS recommends the Postal Service limit RIF Job Posting 1, which goes into effective from May 25-June 1, 2021, to only impacted employees in Limited Area of Considerations (LOCs). NAPS is in agreement with the current Job Posting 2 and 3 criteria as referenced in slide 3 of the USPS RIF PowerPoint presentation.

Please contact my office if you have any questions regarding NAPS's respective RIF job posting recommendation. Thank you and be safe.

All the best,

*Brian J. Wagner*

Brian J. Wagner  
National President