

FY21 - GAP to CAP

GAP to CAP

Targets and Thresholds

1	2	3	4	5	6	7	8	9	10
92.34	93.38	94.42	95.46	96.50	97.20	97.90	98.60	99.30	100.00

Description

The Gap to CAP indicator includes employees that have a contractual cap available or that can be calculated: Postal Support Employees (PSE) in Functions 1 & 4, City Carrier Assistants (CCA), and Mail Handler Assistants (MHA). The measurement is derived from CAP Allowances per Collective Bargaining agreements, either percentage of Career (in most cases) or any fixed amount approved via HQ Labor approved Memoranda of Understanding (MOU) compared to the actual Non-Career On Rolls from WebCOINS.

The source is the Flexible Workforce CAP Tool hiring report with the GAP to CAP % coming from the on-rolls status on the last day of each Pay Period.

If a Form 50 is processed by HRSSC ahead of time, this report includes Future Non-Career Hiring, Service Break (less career conversions at the district summary level) to determine, approximately, if there is room for a district or Bid Cluster to hire additional Non-Career employees.

Gap to Cap is one portion (25%) of the Functional Effectiveness - HQ-CHRO indicator.

Measurement Period

The monthly report is based on the last day averages of the Pay Periods during each month. National Peak exception period (AP 3 & 4) will be excluded.

Data Source and Calculation

Source	-	Flexible Workforce CAP Tool
Indicator Value	-	GAP to CAP percentage cell
Business Rule	-	Rate: $\left(\frac{\text{NonCareer On Rolls}}{\text{Contractual CAP}}\right) \times 100$
Decimal Precision	-	Two Decimals

Data Validation

[The Flexible Workforce CAP Tool hiring report is posted on the Workforce Planning, insights, and Analytics website at https://workforce.usps.gov/static/Compliance](https://workforce.usps.gov/static/Compliance)

The data used to create the report is from WebCOINS and HRBI (HRBI via database SQL query). The monthly report is the Friday from the last full Pay Period of the month. The Flexible CAP Tool report is not the official method or data source agreed on by the Unions and Management, and will not match that data.

Applicable Positions / Units, Measurement Depth and Weight:

Scorecard Name	Depth	Weight	Total Weight Towards Composite
HQ CHRO	Nation	25.0%	7.5%