



## NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

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

June 20, 2023

### **Board Memo 068-2023: Logistics Organizational Change**

#### **Executive Board,**

NAPS HQ has received from USPS Headquarters the Logistics Organizational Change Presentation from the Townhall briefing on Friday, June 16<sup>th</sup>.

Thank you, and be safe.

NAPS Headquarters

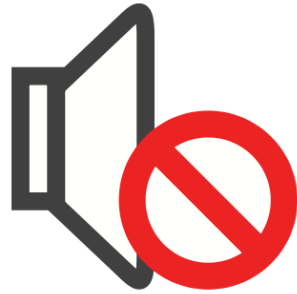
# Logistics Organizational Change

Update to Staffing Criteria

June 2, 2023

# Housekeeping

**Please mute  
your phone.**



**If you wish to  
ask a question,  
please type it  
in the Zoom  
Chat Box.**

**Questions will  
be addressed  
at the end of  
the call.**

**Additional  
materials will  
be provided  
after the  
meeting.**

# Today' Agenda

- **Opening Remarks**
- **The Case for Change**
- **Moving Forward**
- **Next Steps**
- **Closing Remarks**

# Logistics Staffing

## The Case for Change

## The Case for Change

The current Logistics EAS staffing criteria was last implemented in 2013 and is currently tied to the level of the Mail Processing facility in which it is co-located or associated with.

In 2021 the Transportation function was separated from Mail Processing, Plant Maintenance, and In-Plant Support and redesigned as Logistics facility installations under the VP Logistics.

That organizational change, along with key initiatives outlined in the Delivering for America Plan, initiated a review of the Logistics EAS staffing criteria with a goal of developing and establishing new criteria based on Logistics workload.

# Logistics Organizational Change

Moving Forward

# Logistics Facility Workload Model

A workload model was created for all logistics facility installation rankings. This model is comprised of three sections (Surface, Air and Complement). Each section was based on weighted calculations of workload factors.

Model	Model Weight	Workload Factors	Weight
Surface Model	20%	# of DRO/HCR Trips	20%
		# of NASS Codes Served	20%
		# of total Miles Driven within Service Area (DRO/HCR)	15%
		# of DRO Contracts	5%
		# of HCR Contracts	10%
		# of PVS Miles	15%
		# of Mailers	10%
		Hubs Served	5%
Air Model	20%	FedEX NT	10%
		FedEX DT	25%
		UPS Host Plant	20%
		Air Supplementals	20%
		CAIR Supplementals	25%
Complement Model	60%	# of Authorized EAS	20%
		# of On-rolls	80%
	100%		



# Mgr. Logistics Ranking Criteria

The standard work score in the workload model determines the appropriate level of Logistics facility installations.

The workload model identified five (5) levels of Logistics facilities. Each facility level corresponds to an earned Mgr. Logistics grade level.

\*Facilities with PVS operations that do not earn a Mgr Logistics in the model will be authorized a Level 5 manager.

\*Staffing in facilities that do not earn a Mgr Logistics will report to a Logistics facility installation that earns a Mgr Logistics.

Earned Level	Grade Level
Level 1	EAS-25
Level 2	EAS-24
Level 3	EAS-23
Level 4	EAS-21
Level 5	EAS-20
No Manager	N/A

# Mgr Logistics Operations (MLO) Staffing Criteria

Mgr Logistics Operations is a new job created for use on Tour 1 and/or Tour 3 to enhance the management and oversight when the Mgr Logistics is not on duty.

Level 1 – 3 Logistics facility installations with craft employees may request to exchange earned supervisors for a Mgr. Logistics Operations (MLO) with approval from their Director Division Logistics.

- For every 3 supervisors (SLOs), one MLO may be earned based on the criteria.
- No more than 2 MLOs will be authorized within any (1) Logistics facility installation.
- If only one position is requested, then the higher-level MLO will be authorized.

MLOs will report to the Manager Logistics and manage supervisors (SLOs), Network Specialists and craft employees within the Logistics operation for a specific tour.

MLO – Job Pay Grade			
Facility Level	MLO EAS-19	MLO EAS-20	MLO EAS-22
LEVEL 3	1	1	
LEVEL 2	1	1	
LEVEL 1		1	1

# Network Specialist Staffing Criteria

## Network Specialist EAS-17

The workload factors and weights were revised to reflect the current work within Logistics facility installations.

The standard work score in the workload model determines the number of Network Specialist positions earned. All facilities earn 1 Network Specialist at a minimum. No more than three (3) will be authorized within any given facility.

- At least two (2) authorized in off-shore installations and in sites that have ocean container dispatching operations, regardless of standard work score.

## Network Specialist (Supervisor) EAS-17

- New job created to provide tour coverage at 24/7 facilities with PVS operations.
- Will only be authorized in locations that do not have tour coverage with earned managers or supervisors.
- This position will include supervisor differential pay.

Workload Factors	Weight
# of DRO/HCR Contracts	40%
# of DRO/HCR Trips	25%
# of NASS Codes Served	10%
Total # of Air Networks	10%
# of Mailers	10%
Hubs Served	5%
<b>Total</b>	<b>100%</b>

# Supv Logistics Operations EAS-17 (SLO) Staffing Criteria

Authorized based on a 1:23 ratio of on-rolls craft count within Logistics facility installations.

- Facilities with at least 10 Postal Vehicle Services (PVS) drivers will receive at least one (1) SLO.

On-rolls craft counts will include the following jobs:

CRAFT JOB TITLES, GRADE LEVEL	
TRACTOR TRAILER OPERATIONS (TTO) P8	OFFICE CLERK VEHICLE OPERATIONS P6*
PSE TRACTOR TRAILER OPERATIONS (TTO)	SCHEDULE EXAMINER VEHICLE RUNS P8*
MOTOR VEHICLE OPERATORS (MVO) P7	SCHEMES & SCHEDULE CLERK P7*
PSE MOTOR VEHICLE OPERATORS (MVO)	VEHICLE DISPATCHER P8*
RAMP CLERKS AMF P8	VEHICLE OPERATIONS ASST BULK MAIL P8
BULK MAIL DOCK CLERK P7	TRANSFER CLERK AMF P7 *
CLERK VEHICLE DISPATCHING P6 *	AIR RECORDS PROCESSOR P7 *
HIGHWAY TRANSPORTATION CLERK P7 *	VEHICLE OPERATIONS ASSISTANT P8

\* Positions not included in the current criteria

# Supervisor Logistics Ops (Relief)

Having a stable workforce is a critical component to transforming the organization in support of the Delivering for American Plan. To account for employees' leave and vacancies Relief Supervisor jobs are being created.

## Relief Supervisors positions are:

- Full time career, EAS-17
- Provide coverage for front-line supervisors on leave and scheduled days off
- Responsible for performing the same job duties as front-line supervisors
- Selected through standard EAS selection process
- Required to complete USPS Supervisor Program training

Relief Supervisors will be earned using a 1:5 ratio of authorized Supervisor positions based on established supervisor criteria at the Installation Head level.

Ratio calculation will be rounded down - the installation must fully earn the position in order to get it.

# LSS/IEL Staffing Criteria

New unique occ-codes for Operations Support Specialists and Operational Industrial Engineers are created for Logistics.

## Logistics Support Specialist (LSS)

Logistics Support Specialist (LSS) are authorized at the Logistic Division level based on the number of Logistics managers within the division as displayed in the table below.

## Industrial Engineer (Logistics)

Industrial Engineer (Logistics) are authorized at the Logistic Division level based on the number of Logistics managers within the division as displayed in the table below.

# of Logistics Managers within Division	LSS-17	LSS-20	LSS Totals	IEL-21	IEL-23	IEL Total
0-12	3	2	5	2	2	4
13-16	4	2	6	3	3	6
17-20	6	3	9	4	4	8

# Logistics Organizational Change

What does this mean for me?

# Organizational Change Timeline

EVENTS	DATES
Town Hall Meeting	6/2/2023
Staffing changes implemented in Human Capital Enterprise System (HCES)	6/3/2023
Run Reduction in Force (RIF)	6/7/2023
Mail Specific RIF Notice to impacted employees	6/7/2023
Impacted employees can request non-competitive lateral or downgrade assignments and apply for promotions throughout timeline in eCareer.	6/7/2023 - 9/8/2023
Specific RIF Notice Period	6/7/2023 - 9/8/2023
10-day LAC Posting I: Open to all career non-bargaining employees within the Logistic Division competitive areas.	6/20/2023 - 6/30/2023
Selections made, Form 50 processed and effective date	7/29/2023
5-day LAC Posting II: Open to all remaining impacted employees within the Logistic Division competitive areas.	8/7/2023 - 8/11/2023
Selections made, Form 50 processed and effective date	8/26/2023
RIF Effective Date (Effective date of RIF Separations)	9/8/2023
Effective date of RIF Reassignment and Demotions, Form 50 processed and effective date	9/9/2023



# Employee Repositioning Options

You may submit requests for noncompetitive consideration for laterals and downgrades at any time during this organizational change. Employees requesting noncompetitive lateral or downgrade reassignments will be afforded consideration in accordance with the ELM.

Impacted employees who accept a voluntary downgrade are eligible for saved grade/saved salary for two years; and relocation benefits may be available for eligible employees.

**Posting I** (June 20 – June 30) 10-day LAC to all career non-bargaining employees within the Atlantic, Central, Southern and WestPac Logistic Division competitive areas

**Posting II** (August 7th – August 11th) 5-day LAC to remaining impacted career non-bargaining employees within the Atlantic, Central, Southern and WestPac Logistic Division competitive areas

You may apply competitively to job postings in eCareer; new job postings are posted every Tuesday.

# Next Steps



Impacted employees will be notified by their manager next week.



RIF impacted employees will receive a specific RIF notice in the mail detailing their status.



Non-impacted employees receiving an assignment to a new equal level position and/or duty station will receive formal notification in the mail.



Continue doing your current work until instructed otherwise. We will work together through the transition.

## RIF Policy

- Employee and Labor Relations Manual (ELM), Section 354.2 *Assignment of Nonbargaining Unit Employees Due to a Potential or Actual Reduction in Force*

# Questions



**Additional questions related to this announcement can be addressed to your Division Director and HR at Org Change Questions ([GFV8C0@usps.gov](mailto:GFV8C0@usps.gov))**