



NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

National Headquarters
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ALEXANDRIA, VA 22314-2753
(703) 836-9660

April 3, 2024

Board Memo 047-2024: List of RIF Impact Facilities Evaluated on March 23rd

Executive Board,

NAPS HQ has been informed of the USPS implementing the Plant Ranking and Management Staffing Criteria. The new staffing criteria will be applied as facilities are transitioning to Regional Processing and Distribution Centers (RPDC) and Local Processing Centers (LPC).

Attached is a list of sites that were evaluated against the new criteria as well as the RIF timeline for these sites on March 23, 2024.

Thank you and be safe.

NAPS Headquarters



March 27, 2024

RECEIVED
MAR 29 2024

Mr. Ivan Butts
President
National Association of Postal Supervisors
1727 King Street, Suite 400
Alexandria, VA 22314-2753

Certified Mail Number
9589 0710 5270 0684 7685 52

Dear Ivan:

As a matter of information, the Postal Service is implementing the Plant Ranking and Management Staffing Criteria that was established in October 2023.

The new staffing criteria will be applied as facilities are transitioned to Regional Processing and Distribution Centers (RPDC) and Local Processing Centers (LPC). Transition of facilities to RPDCs and LPCs will occur over an extended period.

The sites listed below will be ranked and management staffing will be evaluated against the new criteria effective March 23, 2024.

Processing Division	Cost Ctr	Current Facility Name	New Facility Name
SOUTH ATLANTIC	360028	CHARLOTTE NC RPDC	CHARLOTTE NC RPDC
SOUTH ATLANTIC	361420	MID CAROLINA NC P&DC	CHARLOTTE NC LPC
SOUTH ATLANTIC	361393	CHARLOTTE NC P&DC	Discontinuance
SOUTHEAST	474474	JOHNSON CITY TN P&DC	JOHNSON CITY TN LPC
SOUTHEAST	453621	GREENVILLE SC P&DC	GREENVILLE SC LPC
SOUTHWEST	484143	NORTH HOUSTON TX P&DC	NORTH HOUSTON TX RPDC
SOUTHWEST	480612	BEAUMONT TX P&DC	BEAUMONT TX LPC

Any mark listed as discontinuance is due to consolidation of operations into either the new Charlotte, North Carolina (NC) RPDC or the Charlotte, NC LPC.

To support the repositioning of employees, there will be transfer of functions within the Charlotte, North Carolina campus. The Mid Carolina NC Processing and Distribution Center (P&DC) employees will have a transfer of function to the Charlotte NC RPDC. This action will result in a form 50 action to the new finance number on March 23, 2024. They have been working in the building since December 30, 2023.

Additionally, the Charlotte NC P&DC employees will have a transfer of function to the Charlotte NC LPC. Employees will remain in the current location and will move to the Charlotte NC LPC after the building is redesigned and operations are moved.

The South Houston TX LPC is a new building that will be opening within the Houston campus. This site will receive new management staffing that will be available for competitive placements in eCareer.

Changes to the authorized complement in these facilities will result in employee impacts requiring a reduction in force (RIF) to be administered in the affected competitive areas.

Below is a copy of the organizational change timeline for these sites.

EVENTS	DATES		
Staffing changes implemented in Human Capital Enterprise System (HCES) related to this restructure	3/23/2024		
Town Hall Meeting to notify impacted employees of staffing changes within the competitive area.	4/3/2024		
Issue Specific RIF Notices	4/3/2024		
Specific RIF Notice Period	4/3/2024	-	7/12/2024
Impacted employees can request non-competitive lateral or downgrade assignments and apply for promotions throughout timeline in eCareer.	4/3/2024	-	7/12/2024
7-day LAC Posting I: Open to all career non-bargaining employees within the Campus.	4/16/2024	-	4/23/2024
Selections made, Form 50 processed and effective date	5/18/2024		
5-day LAC Posting II: Open to all remaining impacted career non-bargaining employees within the Campus.	6/4/2024		6/9/2024
Selections made, Form 50 processed and effective date	6/29/2024		
RIF Effective Date (Effective date of RIF Separations)	7/12/2024		
Effective date of RIF Reassignment and Demotions	7/13/2024		

Enclosed are copies of announcements and employee handouts that will be provided to non-bargaining employees. Non-bargaining employees in the affected facilities will be notified of these changes beginning the week of April 3.

Please contact Paulita Wimbush at extension 4042 if you have any questions concerning this matter.

Sincerely,

Bruce A. Nicholson
 Director
 Labor Relations Policies and Programs

Enclosures

SAP Organizational Management Data

Payroll Data from Employee Data File

Occupation Series/Code	Title	Pay Scale/ Type and Group	Grade	Total Auth	Total On Rolls	Variance On Rolls - Authorized	SUP	FTR	PTR	PTF	CAS	TMP	TRN	OTH	Emp Rec Level	Func	LDC
SOUTH HOUSTON TX LERC																	
23020047	EXEC PLANT MANAGER (1)	EAS-25		1	0	-1	0	0	0	0	0	0	0	0	8	3B	80
16407037	MGR MAINTENANCE	EAS-25		1	0	-1	0	0	0	0	0	0	0	0	3B		35
23150023	MGR PROCESSING SUPPORT	EAS-25		1	0	-1	0	0	0	0	0	0	0	0	0	01	01
23157138	SR MGR DISTRIBUTION OPERATIONS	EAS-25		1	0	-1	0	0	0	0	0	0	0	0	1	1	10
23157139	MGR DISTRIBUTION OPERATIONS	EAS-24		2	0	-2	0	0	0	0	0	0	0	0	1	1	10
08980029	INDUSTRIAL ENGINEER (PROCESSING)	EAS-23		1	0	-1	0	0	0	0	0	0	0	0	0	0	03
23157140	MGR DISTRIBUTION OPERATIONS	EAS-22		1	0	-1	0	0	0	0	0	0	0	0	1	1	10
23550028	MGR MAINTENANCE OPERATIONS	EAS-21		2	0	-2	0	0	0	0	0	0	0	0	3B		35
23550046	MGR MAINTENANCE SUPPORT	EAS-21		1	0	-1	0	0	0	0	0	0	0	0	3B		35
23150105	PROCESSING SUPPORT SPECIALIST	EAS-20		1	0	-1	0	0	0	0	0	0	0	0	3B		35
23550030	MAINTENANCE SUPPORT SPECIALIST	EAS-19		1	0	-1	0	0	0	0	0	0	0	0	3B		35
23550011	MGR MAINTENANCE OPERATIONS	EAS-19		2	0	-2	0	0	0	0	0	0	0	0	3B		35
23150106	PROCESSING SUPPORT SPECIALIST	EAS-17		3	0	-3	0	0	0	0	0	0	0	0	0	03	03
23150086	SUPV DISTRIBUTION OPERATIONS	EAS-17		24	0	-24	0	0	0	0	0	0	0	0	1	1	10
23150103	SUPV DISTRIBUTION OPS (RELIEF)	EAS-17		4	0	-4	0	0	0	0	0	0	0	0	1	1	10
23550010	SUPV MAINTENANCE OPERATIONS	EAS-17		6	0	-6	0	0	0	0	0	0	0	0	3B		35
23550068	SUPV MAINTENANCE OPS (RELIEF)	EAS-17		1	0	-1	0	0	0	0	0	0	0	0	3B		35
03180007	ADMINISTRATIVE ASSISTANT (FLD)	EAS-15		1	0	-1	0	0	0	0	0	0	0	0	8		82
Cost center Total:				54	0	-54	0	0	0	0	0	0	0	0			
Report Total:				34	0	-54	0	0	0	0	0	0	0	0			

CHARLOTTE NC LPC 2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What does this mean to you?

- A key goal of the Delivering for America plan is to create a stable and empowered workforce. As we modernize our mail processing operations and optimize the network, it will be essential to ensure the appropriate non-bargaining staffing is in place to drive efficiency and productivity in our plants.
- The Charlotte NC P&DC function 1 mail processing operations will cease and transition to the Charlotte NC LPC, formerly known as the Mid-Carolina NC P&DC. This transition is targeted to be completed on September 7, 2024.
- Due to this transition of work, non-bargaining employees within the Charlotte NC P&DC will have rights to follow the work to the Charlotte LPC competitive area. Employees will compete in the RIF for authorized jobs in the Charlotte NC LPC. The right to move with the work does not guarantee placement into an authorized job. Employees may still be subject to reassignment, demotion or separation during the RIF process.
- Management staffing has been evaluated in the Charlotte NC LPC to align with the larger plant modernization and network optimization initiative. As a result of this organizational change, a reduction in force (RIF) will be conducted in the Charlotte LPC competitive area between April 3-5, 2024, with a RIF effective date of **July 12, 2024**.
- Employees who are impacted have been notified by their manager and will receive a Specific RIF Notice (SRN) to their address of record via First Class mail. The SRNs will indicate a placement in the form of a RIF reassignment, downgrade, or separation. Employees issued a RIF assignment will not report to the Charlotte NC LPC until notified due to the facility undergoing renovations, anticipated to conclude on September 7, 2024, and should continue to perform their work at the Charlotte NC P&DC until the opening of the Charlotte NC LPC.
- Impacted employees will be eligible for certain benefits as they work to find a new position.
 - Impacted employees who are granted a voluntary downgrade will be eligible for two years saved grade and salary.
 - Impacted employees may be eligible to receive relocation benefits in accordance with Handbook F-15-A, Section 238 - Relocation Policy.

What should I do?

- The goal is to get a new job no later than **July 12, 2024**.
- Update your eCareer profile in advance of posting cycles.
- Monitor eCareer for job postings and talk with your manager about available opportunities.
- Your options for finding other employment may include:
 - **Non-Competitive Reassignment:** Between April 3, 2024 and **July 12, 2024**, you may request a non-competitive lateral reassignment or downgrade to a vacant position for which you are qualified by submitting a written request to the selecting official indicating your desire to be considered for the position non-competitively. **Note:** Although not required, it is to your advantage to attach a copy of your eCareer Candidate Profile, including the Summary of Accomplishments section addressing the job requirements for the position.
 - **Limited Area of Consideration (LAC) Job Posting**
 - Posting I April 16, 2024 – April 23, 2024 (7 day posting):** Open to all career non-bargaining employees within the Charlotte NC RPDC Campus (to include the Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC, Johnson City TN LPC).
 - Posting II May 6, 2024 – May 11, 2024 (5 day posting):** Open to all remaining impacted career non-bargaining employees within the Charlotte NC RPDC Campus (to include the Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC, Johnson City TN LPC).

CHARLOTTE NC LPC 2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What should I do? (cont.)

- **Other Competitive Job Postings:** Available jobs in unaffected competitive areas will be posted as usual throughout this process. New postings open on Tuesdays and remain open for 15 days. Check the eligibility statements on the eCareer postings to determine if you are eligible to apply.
- If eligible and interested, explore retirement options and contact the HR Shared Service Center (HRSSC) at 1-877-477-3273, option 5.
- If you believe you are veterans' preference eligible for RIF purposes, you should review your RTR Employee Detail Report in your official personnel folder (eOPF). Contact the HRSSC at 1-877-477-3273, option 5, to correct any error in your RIF Vet Preference Code. Consult the "eOPF" section of LiteBlue for information related to the RIF Vet Preference Code on your RTR Employee Detail Report.

What happens if I take a voluntary downgrade?

- Impacted employees may request a non-competitive lateral reassignment or downgrade at any point within the timeline. Impacted employees, who are granted a voluntary downgrade, will be eligible for two years saved grade and salary.
- Non-impacted employees may request a non-competitive lateral reassignment or downgrade but will not be eligible for saved grade and salary.
- For additional information, consult Employee and Labor Relations Manual section 415.2 and the "Grade and Pay Retention" section of the Organizational Change/RIF FAQs referred to below.

What other resources are available to me for assistance or additional information?

- Keeping informed is critical during an organizational change. Here are some resources that may be helpful:
 - Your managers are available to answer questions.
 - Email Org Change Questions (GFV8C0@usps.gov) with specific questions.
 - For relocation questions, email RELOCATION (F47R00@usps.gov) or refer to Relocation Benefits: Handbook F-15-A, Section 238 - Relocation Policy.
 - Refer to the Organization Change Management Website for Organizational Change/RIF FAQs at https://myhr.usps.gov/about_hr/organization_design/organizational_changes.
 - Coping with change can be challenging. Help is available through the Employee Assistance Program (EAP) if needed. EAP provides many services for the Postal Service employees and their families. Information or assistance is available 24 hours a day, 7 days a week at:
 - 1-800-EAP-4-YOU (1-800-327-4968) • TTY 1-877-492-7341 • www.eap4you.com

CHARLOTTE NC RPDC 2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What does this mean to you?

- A key goal of the Delivering for America plan is to create a stable and empowered workforce. As we modernize our mail processing operations and optimize the network, it will be essential to ensure the appropriate non-bargaining staffing is in place to drive efficiency and productivity in our plants.
- The Mid Carolina NC P&DC function 1 mail processing operations has ceased and transitioned to the Charlotte NC RPDC. This move occurred in December 2023.
- Due to this transition of work, non-bargaining employees within the Mid-Carolina NC P&DC will have rights to follow the work to the Charlotte NC RPDC competitive area. Employees will compete in the RIF for authorized jobs in the Charlotte NC RPDC. The right to move with the work does not guarantee placement into an authorized job. Employees may still be subject to reassignment, demotion or separation during the RIF process.
- Management staffing has been evaluated in the Charlotte NC RPDC to align with the larger plant modernization and network optimization initiative. As a result of this organizational change, a reduction in force (RIF) will be conducted in the Charlotte NC RPDC competitive area between April 3 – 5, 2024, with a RIF effective date of **July 12, 2024**.
- Employees who are impacted have been notified by their manager and will receive a Specific RIF Notice (SRN) to their address of record via First Class mail. The SRNs will indicate a placement in the form of a RIF reassignment, downgrade, or separation.
- Impacted employees will be eligible for certain benefits as they work to find a new position.
 - Impacted employees who are granted a voluntary downgrade will be eligible for two years saved grade and salary.
 - Impacted employees may be eligible to receive relocation benefits in accordance with Handbook F-15-A, Section 238 - Relocation Policy.

What should I do?

- The goal is to get a new job no later than **July 12, 2024**.
- Update your eCareer profile in advance of posting cycles.
- Monitor eCareer for job postings and talk with your manager about available opportunities.
- Your options for finding other employment may include:
 - **Non-Competitive Reassignment:** Between April 3, 2024 and **July 12, 2024**, you may request a non-competitive lateral reassignment or downgrade to a vacant position for which you are qualified by submitting a written request to the selecting official indicating your desire to be considered for the position non-competitively. **Note:** Although not required, it is to your advantage to attach a copy of your eCareer Candidate Profile, including the Summary of Accomplishments section addressing the job requirements for the position.
 - **Limited Area of Consideration (LAC) Job Posting**
 - Posting I April 16, 2024 – April 23, 2024 (7 day posting):** Open to all career non-bargaining employees within the Charlotte NC RPDC Campus (to include the Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC, Johnson City TN LPC).
 - Posting II May 6, 2024 – May 11, 2024 (5 day posting):** Open to all remaining impacted career non-bargaining employees within the Charlotte NC RPDC Campus (to include the Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC, Johnson City TN LPC).

CHARLOTTE NC RPDC 2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What should I do? (cont.)

- **Other Competitive Job Postings:** Available jobs in unaffected competitive areas will be posted as usual throughout this process. New postings open on Tuesdays and remain open for 7 days. Check the eligibility statements on the eCareer postings to determine if you are eligible to apply.
- If eligible and interested, explore retirement options and contact the HR Shared Service Center (HRSSC) at 1-877-477-3273, option 5.
- If you believe you are veterans' preference eligible for RIF purposes, you should review your RTR Employee Detail Report in your official personnel folder (eOPF). Contact the HRSSC at 1-877-477-3273, option 5, to correct any error in your RIF Vet Preference Code. Consult the "eOPF" section of LiteBlue for information related to the RIF Vet Preference Code on your RTR Employee Detail Report.

What happens if I take a voluntary downgrade?

- Impacted employees may request a non-competitive lateral reassignment or downgrade at any point within the timeline. Impacted employees, who are granted a voluntary downgrade, will be eligible for two years saved grade and salary.
- Non-impacted employees may request a non-competitive lateral reassignment or downgrade but will not be eligible for saved grade and salary.
- For additional information, consult Employee and Labor Relations Manual section 415.2 and the "Grade and Pay Retention" section of the Organizational Change/RIF FAQs referred to below.

What other resources are available to me for assistance or additional information?

- Keeping informed is critical during an organizational change. Here are some resources that may be helpful:
 - Your managers are available to answer questions.
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 - For relocation questions, email RELOCATION (F47R00@usps.gov) or refer to Relocation Benefits: Handbook F-15-A, Section 238 - Relocation Policy.
 - Refer to the Organization Change Management Website for Organizational Change/RIF FAQs at https://myhr.usps.gov/about_hr/organization_design/organizational_changes.
 - Coping with change can be challenging. Help is available through the Employee Assistance Program (EAP) if needed. EAP provides many services for the Postal Service employees and their families. Information or assistance is available 24 hours a day, 7 days a week at:
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EMPLOYEE HANDOUT

2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What does this mean to you?

- The Beaumont TX Processing & Distribution Center has transitioned into the Beaumont TX Local Processing Centers (LPC). This transition will support the Delivering for America Plan and improve customer service, grow revenue by expanding access to our customers, and realign the entire network to ensure sustainability for the USPS.
- Changes have been made to the plant ranking model and management staffing criteria to align with the larger plant modernization and network optimization initiative. The authorized staffing within the Beaumont TX LPC has been adjusted to align with the criteria.
- As a result of this organizational change, a reduction in force (RIF) will be conducted in the Beaumont TX LPC competitive area on April 3 – April 5, 2024, with a RIF effective date of **July 12, 2024**.
- Employees who are impacted have been notified by their manager and will receive a Specific RIF Notice (SRN) to their address of record via First Class mail. The SRNs will indicate a placement in the form of a RIF reassignment, downgrade, or separation.
- Impacted employees will be eligible for certain benefits as they work to find a new position.
 - Impacted employees who are granted a voluntary downgrade will be eligible for two years saved grade and salary.
 - Impacted employees may be eligible to receive relocation benefits in accordance with Handbook F-15-A, Section 238 - Relocation Policy.

What should I do?

- The goal is to get a new job no later than **July 12, 2024**.
- Update your eCareer profile in advance of posting cycles.
- Monitor eCareer for job postings and talk with your manager about available opportunities.
- Your options for finding other employment may include:
 - **Non-Competitive Reassignment:** Between **April 3, 2024**, and **July 12, 2024**, you may request a non-competitive lateral reassignment or downgrade to a vacant position for which you are qualified by submitting a written request to the selecting official indicating your desire to be considered for the position non-competitively. **Note:** Although not required, it is to your advantage to attach a copy of your eCareer Candidate Profile, including the Summary of Accomplishments section addressing the job requirements for the position.
 - **Limited Area of Consideration (LAC) Job Posting**
 - Posting I April 16, – April 23, 2024, (7 day posting):** Open to all career non-bargaining employees within the North Houston TX RPDC Campus (to include North Houston TX RPDC and Beaumont TX LPC).
 - Posting II June 4, – June 9, 2024, (5 day posting):** Open to all remaining impacted career non-bargaining employees within the North Houston TX RPDC (to include North Houston TX RPDC and Beaumont TX LPC).

EMPLOYEE HANDOUT

2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What should I do? (cont.)

- **Other Competitive Job Postings:** Available jobs in unaffected competitive areas will be posted as usual throughout this process. New postings open on Tuesdays and remain open for 7 days. Check the eligibility statements on the eCareer postings to determine if you are eligible to apply.
- If eligible and interested, explore retirement options and contact the HR Shared Service Center (HRSSC) at 1-877-477-3273, option 5.
- If you believe you are veterans' preference eligible for RIF purposes, you should review your RTR Employee Detail Report in your official personnel folder (eOPF). Contact the HRSSC at 1-877-477-3273, option 5, to correct any error in your RIF Vet Preference Code. Consult the "eOPF" section of LiteBlue for information related to the RIF Vet Preference Code on your RTR Employee Detail Report.

What happens if I take a voluntary downgrade?

- Impacted employees may request a non-competitive lateral reassignment or downgrade at any point within the timeline. Impacted employees, who are granted a voluntary downgrade, will be eligible for two years saved grade and salary.
- Non-impacted employees may request a non-competitive lateral reassignment or downgrade but will not be eligible for saved grade and salary.
- For additional information, consult Employee and Labor Relations Manual section 415.2 and the "Grade and Pay Retention" section of the Organizational Change/RIF FAQs referred to below.

What other resources are available to me for assistance or additional information?

- Keeping informed is critical during an organizational change. Here are some resources that may be helpful:
 - Your managers are available to answer questions.
 - Email Org Change Questions (GFV8C0@usps.gov) with specific questions.
 - For relocation questions, email RELOCATION (F47R00@usps.gov) or refer to Relocation Benefits: Handbook F-15-A, Section 238 - Relocation Policy.
 - Refer to the Organization Change Management Website for Organizational Change/RIF FAQs at https://myhr.usps.gov/about_hr/organization_design/organizational_changes.
 - Coping with change can be challenging. Help is available through the Employee Assistance Program (EAP) if needed. EAP provides many services for the Postal Service employees and their families. Information or assistance is available 24 hours a day, 7 days a week at:
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EMPLOYEE HANDOUT

2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What does this mean to you?

- The Greenville SC Processing & Distribution Center has transitioned into the Greenville SC Local Processing Center (LPC). This transition will support the Delivering for America Plan and improve customer service, grow revenue by expanding access to our customers, and realign the entire network to ensure sustainability for the USPS.
- Changes have been made to the plant ranking model and management staffing criteria to align with the larger plant modernization and network optimization initiative. The authorized staffing within the Greenville SC LPC has been adjusted to align with the criteria.
- As a result of this organizational change, a reduction in force (RIF) will be conducted in the Greenville SC LPC competitive area between April 3 – April 5, 2024, with a RIF effective date of **July 12, 2024**.
- Employees who are impacted have been notified by their manager and will receive a Specific RIF Notice (SRN) to their address of record via First Class mail. The SRNs will indicate a placement in the form of a RIF reassignment, downgrade, or separation.
- Impacted employees will be eligible for certain benefits as they work to find a new position.
 - Impacted employees who are granted a voluntary downgrade will be eligible for two years saved grade and salary.
 - Impacted employees may be eligible to receive relocation benefits in accordance with Handbook F-15-A, Section 238 - Relocation Policy.

What should I do?

- The goal is to get a new job no later than **July 12, 2024**.
- Update your eCareer profile in advance of posting cycles.
- Monitor eCareer for job postings and talk with your manager about available opportunities.
- Your options for finding other employment may include:
 - **Non-Competitive Reassignment:** Between **April 3, 2024**, and **July 12, 2024**, you may request a non-competitive lateral reassignment or downgrade to a vacant position for which you are qualified by submitting a written request to the selecting official indicating your desire to be considered for the position non-competitively. **Note:** Although not required, it is to your advantage to attach a copy of your eCareer Candidate Profile, including the Summary of Accomplishments section addressing the job requirements for the position.
 - **Limited Area of Consideration (LAC) Job Posting**
 - Posting I April 16, – April 23, 2024, (7 day posting):** Open to all career non-bargaining employees within the Charlotte NC RPDC Campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).
 - Posting II June 4, – June 9, 2024, (5 day posting):** Open to all remaining impacted career non-bargaining employees within the Charlotte RPDC NC Campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).

EMPLOYEE HANDOUT

2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What should I do? (cont.)

- **Other Competitive Job Postings:** Available jobs in unaffected competitive areas will be posted as usual throughout this process. New postings open on Tuesdays and remain open for 15 days. Check the eligibility statements on the eCareer postings to determine if you are eligible to apply.
- If eligible and interested, explore retirement options and contact the HR Shared Service Center (HRSSC) at 1-877-477-3273, option 5.
- If you believe you are veterans' preference eligible for RIF purposes, you should review your RTR Employee Detail Report in your official personnel folder (eOPF). Contact the HRSSC at 1-877-477-3273, option 5, to correct any error in your RIF Vet Preference Code. Consult the "eOPF" section of LiteBlue for information related to the RIF Vet Preference Code on your RTR Employee Detail Report.

What happens if I take a voluntary downgrade?

- Impacted employees may request a non-competitive lateral reassignment or downgrade at any point within the timeline. Impacted employees, who are granted a voluntary downgrade, will be eligible for two years saved grade and salary.
- Non-impacted employees may request a non-competitive lateral reassignment or downgrade but will not be eligible for saved grade and salary.
- For additional information, consult Employee and Labor Relations Manual section 415.2 and the "Grade and Pay Retention" section of the Organizational Change/RIF FAQs referred to below.

What other resources are available to me for assistance or additional information?

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EMPLOYEE HANDOUT

2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What does this mean to you?

- The Johnson City TN Processing & Distribution Center has transitioned into the Johnson City TN Local Processing Centers (LPC). This transition will support the Delivering for America Plan and improve customer service, grow revenue by expanding access to our customers, and realign the entire network to ensure sustainability for the USPS.
- Changes have been made to the plant ranking model and management staffing criteria to align with the larger plant modernization and network optimization initiative. The authorized staffing within the Johnson City TN LPC has been adjusted to align with the criteria.
- As a result of this organizational change, a reduction in force (RIF) will be conducted in the Johnson City TN LPC competitive area between April 3-5, 2024, with a RIF effective date of **July 12, 2024**.
- Employees who are impacted have been notified by their manager and will receive a Specific RIF Notice (SRN) to their address of record via First Class mail. The SRNs will indicate a placement in the form of a RIF reassignment, downgrade, or separation.
- Impacted employees will be eligible for certain benefits as they work to find a new position.
 - Impacted employees who are granted a voluntary downgrade will be eligible for two years saved grade and salary.
 - Impacted employees may be eligible to receive relocation benefits in accordance with Handbook F-15-A, Section 238 - Relocation Policy.

What should I do?

- The goal is to get a new job no later than **July 12, 2024**.
- Update your eCareer profile in advance of posting cycles.
- Monitor eCareer for job postings and talk with your manager about available opportunities.
- Your options for finding other employment may include:
 - **Non-Competitive Reassignment:** Between **April 3, 2024**, and **July 12, 2024**, you may request a non-competitive lateral reassignment or downgrade to a vacant position for which you are qualified by submitting a written request to the selecting official indicating your desire to be considered for the position non-competitively. **Note:** Although not required, it is to your advantage to attach a copy of your eCareer Candidate Profile, including the Summary of Accomplishments section addressing the job requirements for the position.
 - **Limited Area of Consideration (LAC) Job Posting**
 - Posting I April 16, – April 23, 2024, (7 day posting):** Open to all career non-bargaining employees within the Charlotte NC RPDC Campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).
 - Posting II June 4, – June 9, 2024, (5 day posting):** Open to all remaining impacted career non-bargaining employees within the Charlotte NC RPDC Campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).

EMPLOYEE HANDOUT

2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What should I do? (cont.)

- **Other Competitive Job Postings:** Available jobs in unaffected competitive areas will be posted as usual throughout this process. New postings open on Tuesdays and remain open for 15 days. Check the eligibility statements on the eCareer postings to determine if you are eligible to apply.
- If eligible and interested, explore retirement options and contact the HR Shared Service Center (HRSSC) at 1-877-477-3273, option 5.
- If you believe you are veterans' preference eligible for RIF purposes, you should review your RTR Employee Detail Report in your official personnel folder (eOPF). Contact the HRSSC at 1-877-477-3273, option 5, to correct any error in your RIF Vet Preference Code. Consult the "eOPF" section of LiteBlue for information related to the RIF Vet Preference Code on your RTR Employee Detail Report.

What happens if I take a voluntary downgrade?

- Impacted employees may request a non-competitive lateral reassignment or downgrade at any point within the timeline. Impacted employees, who are granted a voluntary downgrade, will be eligible for two years saved grade and salary.
- Non-impacted employees may request a non-competitive lateral reassignment or downgrade but will not be eligible for saved grade and salary.
- For additional information, consult Employee and Labor Relations Manual section 415.2 and the "Grade and Pay Retention" section of the Organizational Change/RIF FAQs referred to below.

What other resources are available to me for assistance or additional information?

- Keeping informed is critical during an organizational change. Here are some resources that may be helpful:
 - Your managers are available to answer questions.
 - Email Org Change Questions (GFV8C0@usps.gov) with specific questions.
 - For relocation questions, email RELOCATION (F47R00@usps.gov) or refer to Relocation Benefits: Handbook F-15-A, Section 238 - Relocation Policy.
 - Refer to the Organization Change Management Website for Organizational Change/RIF FAQs at https://myhr.usps.gov/about_hr/organization_design/organizational_changes.
 - Coping with change can be challenging. Help is available through the Employee Assistance Program (EAP) if needed. EAP provides many services for the Postal Service employees and their families. Information or assistance is available 24 hours a day, 7 days a week at:
 - 1-800-EAP-4-YOU (1-800-327-4968) • TTY 1-877-492-7341 • www.eap4you.com

EMPLOYEE HANDOUT

2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What does this mean to you?

- The North Houston TX Processing & Distribution Center has transitioned into the North Houston TX Regional Processing Distribution Centers (RPDC). This transition will support the Delivering for America Plan and improve customer service, grow revenue by expanding access to our customers, and realign the entire network to ensure sustainability for the USPS.
- Changes have been made to the plant ranking model and management staffing criteria to align with the larger plant modernization and network optimization initiative. The authorized staffing within the North Houston TX Regional Processing Distribution Centers (RPDC) has been adjusted to align with the criteria.
- As a result of this organizational change, a reduction in force (RIF) will be conducted in the North Houston TX Regional Processing Distribution Centers (RPDC) competitive area between April 3-5, 2024, with a RIF effective date of **July 12, 2024**.
- Employees who are impacted have been notified by their manager and will receive a Specific RIF Notice (SRN) to their address of record via First Class mail. The SRNs will indicate a placement in the form of a RIF reassignment, downgrade, or separation.
- Impacted employees will be eligible for certain benefits as they work to find a new position.
 - Impacted employees who are granted a voluntary downgrade will be eligible for two years saved grade and salary.
 - Impacted employees may be eligible to receive relocation benefits in accordance with Handbook F-15-A, Section 238 - Relocation Policy.

What should I do?

- The goal is to get a new job no later than **July 12, 2024**.
- Update your eCareer profile in advance of posting cycles.
- Monitor eCareer for job postings and talk with your manager about available opportunities.
- Your options for finding other employment may include:
 - **Non-Competitive Reassignment:** Between **April 3, 2024**, and **July 12, 2024**, you may request a non-competitive lateral reassignment or downgrade to a vacant position for which you are qualified by submitting a written request to the selecting official indicating your desire to be considered for the position non-competitively. **Note:** Although not required, it is to your advantage to attach a copy of your eCareer Candidate Profile, including the Summary of Accomplishments section addressing the job requirements for the position.
 - **Limited Area of Consideration (LAC) Job Posting**
 - Posting I April 16, – April 23, 2024, (7 day posting):** Open to all career non-bargaining employees within the North Houston TX RPDC Campus (to include North Houston TX RPDC and Beaumont TX LPC).
 - Posting II June 4, – June 9, 2024, (5 day posting):** Open to all remaining impacted career non-bargaining employees within the North Houston TX RPDC Campus (to include North Houston TX RPDC and Beaumont TX LPC).

EMPLOYEE HANDOUT

2024 PLANT MODERNIZATION ORGANIZATIONAL CHANGE

What should I do? (cont.)

- **Other Competitive Job Postings:** Available jobs in unaffected competitive areas will be posted as usual throughout this process. New postings open on Tuesdays and remain open for 7 days. Check the eligibility statements on the eCareer postings to determine if you are eligible to apply.
- If eligible and interested, explore retirement options and contact the HR Shared Service Center (HRSSC) at 1-877-477-3273, option 5.
- If you believe you are veterans' preference eligible for RIF purposes, you should review your RTR Employee Detail Report in your official personnel folder (eOPF). Contact the HRSSC at 1-877-477-3273, option 5, to correct any error in your RIF Vet Preference Code. Consult the "eOPF" section of LiteBlue for information related to the RIF Vet Preference Code on your RTR Employee Detail Report.

What happens if I take a voluntary downgrade?

- Impacted employees may request a non-competitive lateral reassignment or downgrade at any point within the timeline. Impacted employees, who are granted a voluntary downgrade, will be eligible for two years saved grade and salary.
- Non-impacted employees may request a non-competitive lateral reassignment or downgrade but will not be eligible for saved grade and salary.
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 - Email Org Change Questions (GFV8C0@usps.gov) with specific questions.
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 - Refer to the Organization Change Management Website for Organizational Change/RIF FAQs at https://myhr.usps.gov/about_hr/organization_design/organizational_changes.
 - Coping with change can be challenging. Help is available through the Employee Assistance Program (EAP) if needed. EAP provides many services for the Postal Service employees and their families. Information or assistance is available 24 hours a day, 7 days a week at:
 - 1-800-EAP-4-YOU (1-800-327-4968) • TTY 1-877-492-7341 • www.eap4you.com

Plant Ranking and Staffing Implementation

Beaumont TX P&DC Org Change

March 27, 2024



Housekeeping

Please mute your phone.



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

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This presentation will be provided after the meeting.

Agenda

- Case for Change
- Moving Forward
- What does this mean for me?
- Resources

The Case for Change

Case for Change

In support of the network transformation initiative, a review of the plant ranking model and methodology, as well as the respective management staffing criteria for mail processing, maintenance, and processing support positions was performed.

As a result, changes have been made to the plant ranking model and staffing criteria to align with the larger plant modernization and network optimization initiative. A memo issuing the new staffing criteria and implementation approach was published January 16, 2024.

The new criteria applies to the following two (2) types of mail processing plants in the new network:

- Local Processing Centers (LPCs)
- Regional Processing Distribution Centers (RPDCs)

As RPDCs and LPCs are established, the new ranking and staffing criteria will be applied. With this phased implementation approach, the facility level will be evaluated, and the authorized staffing will be adjusted.



Moving Forward



Moving Forward

The *Beaumont TX P&DC* was established as the *Beaumont TX LPC* in the HR and finance systems on March 23, 2024.

The authorized staffing has been adjusted to align with the new criteria.

**What does this mean for
me?**

Organizational Change Timeline

EVENTS	DATES	
Staffing changes implemented in Human Capital Enterprise System (HCES) related to this restructure	3/23/2024	
Town Hall Meeting to notify impacted employees of staffing changes within the competitive area.	4/3/2024	- 4/5/2024
Issue Specific RIF Notices	4/3/2024	- 4/5/2024
Specific RIF Notice Period	4/3/2024	- 7/12/2024
Impacted employees can request non-competitive lateral or downgrade assignments and apply for promotions throughout timeline in eCareer.	4/3/2024	- 7/12/2024
7-day LAC Posting I: Open to all career non-bargaining employees within the North Houston TX RPDC Campus (to include North Houston TX RPDC and Beaumont TX LPC).	4/16/2024	- 4/23/2024
Selections made, Form 50 processed and effective date	5/18/2024	
5-day LAC Posting II: Open to all remaining impacted career non-bargaining employees within the North Houston TX RPDC Campus (to include North Houston TX RPDC and Beaumont TX LPC).	6/4/2024	6/9/2024
Selections made, Form 50 processed and effective date	6/29/2024	
RIF Effective Date (Effective date of RIF Separations)	7/12/2024	
Effective date of RIF Reassignment and Demotions	7/13/2024	

Employee Repositioning Options

Posting I (April 16 – April 23) 7-day Limited Area of Consideration (LAC) open to all career non-bargaining employees within the North Houston TX RPDC Campus (to include North Houston TX RPDC and Beaumont TX LPC).

Posting II (June 4– June 9) 5-day Limited Area of Consideration (LAC) open to all remaining impacted career non-bargaining employees within the North Houston TX RPDC Campus (to include North Houston TX RPDC and Beaumont TX LPC).

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

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.

Keep In Mind



Staffing changes were implemented in Human Capital Enterprise System (HCES) on March 23, 2024.



If you are impacted by these changes, you have already been notified. Impacted employees will receive a specific RIF notice in the mail detailing their status.



Get your eCareer profile completed ASAP; new job postings are posted every Tuesday.



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

Resources Available to You

Employee Assistance Program (EAP)

- 1-800-EAP-4-YOU (1-800-327-4968)
- TTY 1-877-492-7341
- www.EAP4You.com

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.
- USPS LiteBlue website for organizational change/RIF information and frequently asked questions.

HRSSC

- Employee that are eligible and interested in retirement options should contact HRSSC at (877) 477-3272, option 5.

Relocation

- Relocation Benefits: Handbook F-15-A, Section 238 – Relocation Policy. For relocation questions, e-mail RELOCATION (F47R00@usps.gov).

Organizational Change Questions

- Your Manager
- E-mail: Org Change Questions (GFV8C0@usps.gov)

Questions



Additional questions related to this announcement can be addressed to your manager and HR at Org Change Questions (GFV8C0@usps.gov)

Plant Ranking and Staffing Implementation

Greenville SC P&DC Org Change

March 27, 2024



Housekeeping

Please mute your phone.



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Agenda

- Case for Change
- Moving Forward
- What does this mean for me?
- Resources

The Case for Change

Case for Change

In support of the network transformation initiative, a review of the plant ranking model and methodology, as well as the respective management staffing criteria for mail processing, maintenance, and processing support positions was performed.

As a result, changes have been made to the plant ranking model and staffing criteria to align with the larger plant modernization and network optimization initiative. A memo issuing the new staffing criteria and implementation approach was published January 16, 2024.

The new criteria applies to the following two (2) types of mail processing plants in the new network:

- Local Processing Centers (LPCs)
- Regional Processing Distribution Centers (RPDCs)

As RPDCs and LPCs are established, the new ranking and staffing criteria will be applied. With this phased implementation approach, the facility level will be evaluated, and the authorized staffing will be adjusted.

Moving Forward

Moving Forward

The *Greenville SC P&DC* was established as the *Greenville SC LPC* in the HR and finance systems on March 23, 2024.

The authorized staffing has been adjusted to align with the new criteria.

**What does this mean for
me?**

Organizational Change Timeline

EVENTS	DATES	
Staffing changes implemented in Human Capital Enterprise System (HCES) related to this restructure	3/23/2024	
Town Hall Meeting to notify impacted employees of staffing changes within the competitive area.	4/3/2024	- 4/5/2024
Issue Specific RIF Notices	4/3/2024	- 4/5/2024
Specific RIF Notice Period	4/3/2024	- 7/12/2024
Impacted employees can request non-competitive lateral or downgrade assignments and apply for promotions throughout timeline in eCareer.	4/3/2024	- 7/12/2024
7-day LAC Posting I: Open to all career non-bargaining employees within the Charlotte NC RPDC Campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).	4/16/2024	- 4/23/2024
Selections made, Form 50 processed and effective date	5/18/2024	
5-day LAC Posting II: Open to all remaining impacted career non-bargaining employees within the North Houston TX RPDC Campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).	6/4/2024	6/9/2024
Selections made, Form 50 processed and effective date	6/29/2024	
RIF Effective Date (Effective date of RIF Separations)	7/12/2024	
Effective date of RIF Reassignment and Demotions	7/13/2024	

Employee Repositioning Options

Posting I (April 16 – April 23) 7-day Limited Area of Consideration (LAC) open to all career non-bargaining employees within the Charlotte RPDC campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).

Posting II (June 4– June 9) 5-day Limited Area of Consideration (LAC) open to all remaining impacted career non-bargaining employees within the Charlotte RPDC campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).

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

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.

Keep In Mind



Staffing changes were implemented in Human Capital Enterprise System (HCES) on March 23, 2024.



If you are impacted by these changes, you have already been notified. Impacted employees will receive a specific RIF notice in the mail detailing their status.



Get your eCareer profile completed ASAP; new job postings are posted every Tuesday.



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

Resources Available to You

Employee Assistance Program (EAP)

- 1-800-EAP-4-YOU (1-800-327-4968)
- TTY 1-877-492-7341
- www.EAP4You.com

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.
- USPS LiteBlue website for organizational change/RIF information and frequently asked questions.

HRSSC

- Employee that are eligible and interested in retirement options should contact HRSSC at (877) 477-3272, option 5.

Relocation

- Relocation Benefits: Handbook F-15-A, Section 238 – Relocation Policy. For relocation questions, e-mail [RELOCATION \(F47R00@usps.gov\)](mailto:RELOCATION@usps.gov).

Organizational Change Questions

- Your Manager
- E-mail: [Org Change Questions \(GFV8C0@usps.gov\)](mailto:Org Change Questions (GFV8C0@usps.gov))

Questions



**Additional questions related to this announcement can be
addressed to your manager and
HR at Org Change Questions (GFV8C0@usps.gov)**

Plant Ranking and Staffing Implementation

Johnson City TN P&DC Org Change

March 27, 2024



Housekeeping

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Agenda

- Case for Change
- Moving Forward
- What does this mean for me?
- Resources

The Case for Change

Case for Change

In support of the network transformation initiative, a review of the plant ranking model and methodology, as well as the respective management staffing criteria for mail processing, maintenance, and processing support positions was performed.

As a result, changes have been made to the plant ranking model and staffing criteria to align with the larger plant modernization and network optimization initiative. A memo issuing the new staffing criteria and implementation approach was published January 16, 2024.

The new criteria applies to the following two (2) types of mail processing plants in the new network:

- Local Processing Centers (LPCs)
- Regional Processing Distribution Centers (RPDCs)

As RPDCs and LPCs are established, the new ranking and staffing criteria will be applied. With this phased implementation approach, the facility level will be evaluated, and the authorized staffing will be adjusted.

Moving Forward

Moving Forward

The Johnson City TN P&DC was established as the Johnson City TN LPC in the HR and finance systems on March 23, 2024.

The authorized staffing has been adjusted to align with the new criteria.

What does this mean for me?

Organizational Change Timeline

EVENTS	DATES	
Staffing changes implemented in Human Capital Enterprise System (HCES) related to this restructure	3/23/2024	
Town Hall Meeting to notify impacted employees of staffing changes within the competitive area.	4/3/2024	- 4/5/2024
Issue Specific RIF Notices	4/3/2024	- 4/5/2024
Specific RIF Notice Period	4/3/2024	- 7/12/2024
Impacted employees can request non-competitive lateral or downgrade assignments and apply for promotions throughout timeline in eCareer.	4/3/2024	- 7/12/2024
7-day LAC Posting I: Open to all career non-bargaining employees within the Charlotte NC RPDC Campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).	4/16/2024	- 4/23/2024
Selections made, Form 50 processed and effective date	5/18/2024	
5-day LAC Posting II: Open to all remaining impacted career non-bargaining employees within the North Houston TX RPDC Campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).	6/4/2024	6/9/2024
Selections made, Form 50 processed and effective date	6/29/2024	
RIF Effective Date (Effective date of RIF Separations)	7/12/2024	
Effective date of RIF Reassignment and Demotions	7/13/2024	

Employee Repositioning Options

Posting I (April 16 – April 23) 7-day Limited Area of Consideration (LAC) open to all career non-bargaining employees within the Charlotte RPDC campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).

Posting II (June 4– June 9) 5-day Limited Area of Consideration (LAC) open to all remaining impacted career non-bargaining employees within the Charlotte RPDC campus (to include Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).

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

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.

Keep In Mind



Staffing changes were implemented in Human Capital Enterprise System (HCES) on March 23, 2024.



If you are impacted by these changes, you have already been notified. Impacted employees will receive a specific RIF notice in the mail detailing their status.



Get your eCareer profile completed ASAP; new job postings are posted every Tuesday.



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

Resources Available to You

Employee Assistance Program (EAP)

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- TTY 1-877-492-7341
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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.
- USPS LiteBlue website for organizational change/RIF information and frequently asked questions.

HRSSC

- Employee that are eligible and interested in retirement options should contact HRSSC at (877) 477-3272, option 5.

Relocation

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Organizational Change Questions

- Your Manager
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Questions



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Plant Ranking and Staffing Implementation

North Houston TX P&DC Org Change

March 27, 2024



Housekeeping

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Agenda

- Case for Change
- Moving Forward
- What does this mean for me?
- Resources

The Case for Change

Case for Change

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As RPDCs and LPCs are established, the new ranking and staffing criteria will be applied. With this phased implementation approach, the facility level will be evaluated, and the authorized staffing will be adjusted.

Moving Forward

Moving Forward

The North Houston TX P&DC was established as the North Houston TX RPDC in the HR and finance systems on March 23, 2024.

The authorized staffing has been adjusted to align with the new criteria.

**What does this mean for
me?**

Organizational Change Timeline

EVENTS	DATES	
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Impacted employees who accept a voluntary downgrade are eligible for saved grade/saved salary for two years.

Keep In Mind



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If you are impacted by these changes, you have already been notified. Impacted employees will receive a specific RIF notice in the mail detailing their status.



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- www.EAP4You.com

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Organizational Change Questions

- Your Manager
- E-mail: Org Change Questions (GFV8C0@usps.gov)

Questions



Additional questions related to this announcement can be addressed to your manager and HR at Org Change Questions (GFV8C0@usps.gov)

Plant Ranking and Staffing Implementation

*Charlotte NC P&DC and Charlotte NC LPC
Org Change*

March 27, 2024



Housekeeping

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Agenda

- Overview
- Case for Change
- Moving Forward
- What does this mean for me?
- Resources

Overview

- ❑ Changes to the mail processing network have resulted in the discontinuance of operations at the Charlotte NC P&DC and the establishment of the Charlotte NC RPDC.
- ❑ In December 2023, the mail and package volume processed at the Mid Carolina NC P&DC moved to the Charlotte NC RPDC as the Mid Carolina P&DC is modernized and converted to the Charlotte NC LPC.
- ❑ The mail volume at the Charlotte NC P&DC will move to the modernized Charlotte NC LPC building September 2024 . With the transition of work in this situation, you have rights to the authorized staffing at the LPC.
- ❑ A reduction in force (RIF) will be implemented due to changes in the authorized staffing.
- ❑ Field HR, Organization Design, and EAP will work as a team to assist employees as we move through the transition.

The Case for Change

The Case for Change

The realignment of the mail processing facilities will support the Delivering for America Plan and improve customer service, grow revenue by expanding access to our customers, and realign the entire network to ensure sustainability for the USPS.

With the transition of work in this situation, non-bargaining employees currently working at the Charlotte NC P&DC will have rights to follow the work to the Charlotte NC LPC competitive area in September 2024.

The right to move with the work does not guarantee placement. Employees may still be subject to reassignment, demotion or separation during the RIF process.

FROM	TO
CHARLOTTE NC P&DC Finance Number 361393 2901 SCOTT FUTRELL DR CHARLOTTE, NC 28228	CHARLOTTE NC LPC Finance Number 361420 1820 W POINTE DR STE A CHARLOTTE, NC 28214

Case for Change

In support of the network transformation initiative, a review of the plant ranking model and methodology, as well as the respective management staffing criteria for mail processing, maintenance, and processing support positions was performed.

Changes have been made to the plant ranking model and staffing criteria to align with the larger plant modernization and network optimization initiative. A memo issuing the new staffing criteria and implementation approach was published January 16, 2024.

The new criteria to the following two (2) types of mail processing plants in the new network:

- Local Processing Centers (LPCs)
- Regional Processing Distribution Centers (RPDCs)

As RPDCs and LPCs are established, the new ranking and staffing criteria will be applied. With this phased implementation approach, the facility level will be evaluated, and the authorized staffing will be adjusted.

Moving Forward

Moving Forward

The ***Mid Carolina NC P&DC*** was established as the ***Charlotte NC LPC*** in the HR and finance systems on March 23, 2024.

Authorized staffing for the RPDC has been added effective March 23, 2024. Authorized staffing at the Charlotte NC P&DC has been removed.

A reduction in force (RIF) will be implemented in the Charlotte NC LPC and Charlotte NC P&DC competitive area due to changes in the authorized staffing.

Employees who receive an assignment to an authorized job at the Charlotte NC LPC will continue working at the Charlotte NC P&DC until instructed otherwise.

What does this mean for me?

Organizational Change Timeline

EVENTS	DATES	
Staffing changes implemented in Human Capital Enterprise System (HCES) related to this restructure	3/23/2024	
Town Hall Meeting to notify impacted employees of staffing changes within the competitive area.	4/3/2024	4/5/2024
Issue Specific RIF Notices	4/3/2024	4/5/2024
Specific RIF Notice Period	4/3/2024 - 7/12/2024	
Impacted employees can request non-competitive lateral or downgrade assignments and apply for promotions throughout timeline in eCareer.	4/3/2024 - 7/12/2024	
7-day LAC Posting I: Open to all career non-bargaining employees within the Charlotte NC RPDC Campus (to include the Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).	4/16/2024 - 4/23/2024	
Selections made, Form 50 processed and effective date	5/18/2024	
5-day LAC Posting II: Open to all remaining impacted career non-bargaining employees within the Charlotte NC RPDC Campus (to include the Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).	6/4/2024	6/9/2024
Selections made, Form 50 processed and effective date	6/29/2024	
RIF Effective Date (Effective date of RIF Separations)	7/12/2024	
Effective date of RIF Reassignment and Demotions	7/13/2024	

Employee Repositioning Options

Posting I (April 16th – April 23rd) : 7-day Limited Area of Consideration (LAC) open to all career non-bargaining employees within the Charlotte NC RPDC Campus (to include the Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).

Posting II (June 4th – June 9th) 5-day Limited Area of Consideration (LAC) open to all remaining impacted career non-bargaining employees within the Charlotte NC RPDC Campus (to include the Charlotte NC RPDC, Charlotte NC LPC, Greenville SC LPC and Johnson City TN LPC).

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

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.

Keep In Mind



Staffing changes were implemented in Human Capital Enterprise System (HCES) on March 23, 2024.



If you are impacted by these changes, you **should** have already been notified by **your manager**. Impacted employees will receive a specific RIF notice in the mail detailing their status.



Employees issued a RIF assignment will not report to the Charlotte NC LPC building until notified, tentatively scheduled for September 7, 2024 due to the facility undergoing modernization.



Get your eCareer profile completed ASAP; new job postings are posted every Tuesday.



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

Resources Available to You

Employee Assistance Program (EAP)

- 1-800-EAP-4-YOU (1-800-327-4968)
- TTY 1-877-492-7341
- www.EAP4You.com

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.
- USPS LifeBlue website for organizational change/RIF information and frequently asked questions.

HRSSC

- Employees that are eligible and interested in retirement options should contact HRSSC at (877) 477-3272, option 5.

Relocation

- Relocation Benefits: Handbook F-15-A, Section 238 – Relocation Policy. For relocation questions, e-mail RELOCATION (F47R00@usps.gov).

Organizational Change Questions

- Your Manager
- E-mail: Org Change Questions (GFV8C0@usps.gov)

Questions



**Additional questions related to this announcement can be
addressed to your manager and
HR at Org Change Questions (GFV8C0@usps.gov)**

Plant Ranking and Staffing Implementation

Charlotte NC RPDC Org Change

March 27, 2024



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.

This presentation will be provided after the meeting.

Agenda

- Overview
- Case for Change
- Moving Forward
- What does this mean for me?
- Resources

Overview

- Changes to the mail processing network will result in the discontinuance of operations at the Charlotte NC P&DC and the establishment of the Charlotte NC RPDC.
- In December 2023, you were instructed to report to the new Charlotte NC RPDC as the Mid Carolina NC P&DC is currently being modernized and converted to a Local Processing Center (LPC).
- On March 23, 2024, your Form 50 position was officially moved to the RPDC.
- A reduction in force (RIF) will be implemented in the Charlotte NC RPDC competitive area due to applying the staffing criteria used for RPDCs.
- Field HR, Organization Design, and EAP will work as a team to assist employees as we move through the transition.

The Case for Change

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With the transition of work in this situation, non-bargaining employees within the impacted competitive areas will have rights to follow the work.

The right to move with the work does not guarantee placement. Employees may still be subject to reassignment, demotion or separation during the RIF process.

FROM	TO
MID CAROLINA NC P&DC Finance Number 361420 1820 W POINTE DR STE A CHARLOTTE, NC 28214	CHARLOTTE NC RPDC Finance Number 360028 524 SCALYBARK ROAD GASTONIA, NC 28228

Case for Change

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Changes have been made to the plant ranking model and staffing criteria to align with the larger plant modernization and network optimization initiative. A memo issuing the new staffing criteria and implementation approach was published January 16, 2024.

The new criteria applies to the following two (2) types of mail processing plants in the new network:

- Local Processing Centers (LPCs)
- Regional Processing Distribution Centers (RPDCs)

As RPDCs and LPCs are established, the new ranking and staffing criteria will be applied. With this phased implementation approach, the facility level will be evaluated, and the authorized staffing will be adjusted.

Moving Forward

Moving Forward

The **Charlotte NC RPDC** has been established in the HR and finance systems.

Authorized staffing for the RPDC has been added effective March 23, 2024.

A reduction in force (RIF) will be implemented in the affected competitive area due to changes in the authorized staffing.

What does this mean for me?

Organizational Change Timeline

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