



NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

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

August 30, 2023

Board Memo 111-2023: Greater New Jersey P&DC Townhall Presentation & RIF Timeline

Executive Board,

NAPS HQ has received the townhall presentation and RIF timeline of the closing of Greater New Jersey's Processing and Distribution Center (P&DC). The townhall was conducted on August 24th with all non-bargaining employees.

Impacted employees received a Specific RIF Notice dated August 29, 2023 with a RIF separation effective dated of February 9, 2024. Please see the attached townhall presentation and RIF timeline.

Thank you, and be safe.

NAPS Headquarters



August 22, 2023

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

RECEIVED
AUG 29 2023

Dear Ivan:

This is a follow up to our August 15 notice (attached) informing of the discontinuance of the Greater Newark New Jersey (NJ) Processing and Distribution Center (P&DC). A town hall meeting will be conducted on Thursday, August 24 with all non-bargaining employees at the Greater Newark NJ P&DC to inform of the discontinuance of the facility. Since the Greater Newark NJ P&DC is it's own competitive area, a reduction in force (RIF) will be administered for all non-bargaining in Greater Newark NJ P&DC.

The notice will advise employees that the Greater Newark P&DC competitive area will be closed. As a result of the competitive area closing, all nonbargaining employees are considered impacted, including veterans' preference eligible employees. Impacted employees will receive a Specific RIF Notice dated **August 29, 2023** with a RIF separation effective date of **February 9, 2024**.

Employees will be informed of the following options:

1. Impacted employees may request a noncompetitive lateral assignment or downgrade to a vacant position for which they are qualified. Impacted employees who accept a voluntary downgrade will be eligible for two years of saved grade and salary.
2. 15-day Posting: *Limited Area of Consideration* (September 19 – October 4)
Open to all impacted career nonbargaining employees in the Greater Newark P&DC competitive area.

Enclosed is a copy of the town hall presentation that will be delivered on Thursday and a RIF timeline.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "B. Nicholson", written over the word "Sincerely,".

Bruce A. Nicholson
Manager
Labor Relations Policy Administration

Enclosures

Events	Dates		
Notify impacted employees of the closing Greater Newark NJ P&DC competitive area.	8/24/2023		
Impacted employees can request noncompetitive lateral or downgrade assignments and apply for positions throughout RIF timeline in eCareer.	8/24/2023	-	2/9/2024
Staffing changes implemented in Human Capital Enterprise System (HCES) related to this restructure	8/26/2023		
Specific RIF Notice Period	8/29/2023	-	2/9/2024
Issue Specific RIF Notice	8/29/2023		
15-day Limited Area of Consideration (LAC): Open to all impacted career nonbargaining employees in the Greater Newark NJ P&DC competitive area	9/19/2023	-	10/4/2023
Review applications from LAC posting, conduct interviews, and make final selections	10/5/2023	-	10/20/2023
LAC Posting selections made; Form 50s processed and effective date	10/21/2023		
RIF Effective Date (effective date of RIF separations)	2/9/2024		
Effective date of reinstatement application (pref eligible only)	2/9/2026		

Greater Newark NJ P&DC Org Change and Town Hall Presentation

August 24, 2023



Agenda

- Overview
- The Case for Change
- Moving Forward
- What Does This Mean to Me?
- Next Steps

Overview

Overview

- Changes to the mail processing network and efforts to improve the work environment of employees have resulted in the discontinuance of operations at the Greater Newark New Jersey (NJ) P&DC.
- The package volume will be moved into the New Jersey Network Distribution Center (NDC) – the volume is scheduled to move in stages to be concluded in February 2024.
- A reduction in force (RIF) will be implemented in the Greater Newark NJ P&DC due to the closing competitive area.
- 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 United States Postal Service continues to make changes to the mail processing network to increase operational efficiencies and improve operational precision.

Package processing that is performed at the Greater Newark NJ P&DC will move to the New Jersey NDC. The package processing will be moved in stages.

The Greater Newark NJ P&DC resides in a leased building and the primary package equipment is outdated. Additionally, equipment was damaged during the roof collapse that occurred in September 2021.

The New Jersey NDC is located five miles from the Greater Newark NJ P&DC and has sufficient space to deploy multiple package sorting machines and increase the capability of package processing operations.

The discontinuance of the Greater Newark NJ P&DC is targeted for February 24, 2024.

What Does This Mean to Me?

Greater Newark Closing Timeline

Events	Dates		
Notify impacted employees of the closing Greater Newark NJ P&DC competitive area.	8/24/2023		
Impacted employees can request noncompetitive lateral or downgrade assignments and apply for positions throughout RIF timeline in eCareer.	8/24/2023	-	2/9/2024
Staffing changes implemented in Human Capital Enterprise System (HCES) related to this restructure	8/26/2023		
Specific RIF Notice Period	8/29/2023	-	2/9/2024
Issue Specific RIF Notice	8/29/2023		
15-day Limited Area of Consideration (LAC): Open to all impacted career nonbargaining employees in the Greater Newark NJ P&DC competitive area	9/19/2023	-	10/4/2023
Review applications from LAC posting, conduct interviews, and make final selections	10/5/2023	-	10/20/2023
LAC Posting selections made; Form 50s processed and effective date	10/21/2023		
RIF Effective Date (effective date of RIF separations)	2/9/2024		
Effective date of reinstatement application (pref eligible only)	2/9/2026		

Employee Repositioning Options

15-day Limited Area of Consideration (LAC) Posting (September 19th – October 4th) open to all impacted career non-bargaining employees within the Greater Newark P&DC competitive area

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.

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

Keep In Mind



Veterans' preference RIF assignment rights are not applicable in competitive area closings due to the elimination of all authorized jobs



Specific RIF Notices (SRN) will be mailed to impacted employees on August 29, 2023.



Employees that are interested and eligible should contact HRSSC about retirement options.



RIF-impacted employees will be eligible for relocation benefits in accordance with Handbook F-15-A, Section 238.

Resources Available to You

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*

HRSSC

- Employees that are eligible and interested in retirement options should contact HRSSC at (877) 477-3273, option 5.

Organizational Change Questions

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

Employee Assistance Program (EAP)

- 1-800-EAP-4-YOU (1-800-327-4968)
- TTY 1-877-492-7341
- www.eap4you.com

Other Resources

- USPS LiteBlue website for organizational-change/RIF information and frequently asked questions
- Relocation Benefits: Handbook F-15-A, Section 238 - *Relocation Policy*. For relocation questions, e-mail RELOCATION (F47R00@usps.gov).

Questions



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