



June 25, 2024

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

Dear Ivan:

As a matter of information, the Air Cargo services contract will transfer from current contractor, FedEx, based in Memphis, TN to contractor United Parcel Service (UPS) based in Louisville, KY. This change is effective September 30, 2024.

This change is a result of the expiration of our contract with FedEx and a new contract with UPS. The change in contractor will allow USPS to create a more efficient and streamlined network while also lowering costs.

Employees will be receiving a Directed Reassignment Letter within the following week to move with the work. Employees will have until **August 1, 2024**, to respond to the Directed Reassignment Letter.

We have enclosed the following,

- a list of EAS employees affected by this change
- 2024 Air Cargo Talking Points
- PowerPoint of Townhall Meeting
- sample of a Directed Reassignment Letter

Please contact James Timmons at extension 2324 if you have any questions concerning this matter.

Sincerely,

A handwritten signature in cursive script that reads "James Timmons".

For Bruce A. Nicholson
Director
Labor Relations Policies and Programs

Enclosures



June 25, 2024

02776408
Richard Epperson
Street Address
City, State, Zip

Dear Richard,

This notice is to inform you that you are being reassigned to the position of **MGR Louisville Hub Operations EAS-25**, with no change in grade or annual salary. Your new position will report to SDF Operations – USPS HQ ATO, located at:

911 Grade Lane
Louisville, KY 40209

This directed reassignment is necessary due to the Postal Service acquiring a new air cargo contract with the United Parcel Service (UPS). The current air cargo contract with FedEx will expire on September 29, 2024.

The effective date of this reassignment is September 30, 2024, and you must advise me if you are declining the reassignment by the deadline identified below.

	Current full-time position	New full-time position
Job Title	MGR Memphis Operations	MGR Louisville Hub Operations
Employee Pay Grade	EAS-25	EAS-25
FLSA Status	Exempt	Exempt
Occupation Code	2330-0028	2330-0028
Duty Station Address	3680 Hacks Cross Rd Memphis TN 38125-8800	911 Grade Lane Louisville KY 40209
Manager Name	Chanel Reedus	Chanel Reedus

Since you are being reassigned to a new duty station, you may be eligible for relocation benefits under the provisions of the F-15A Handbook. You may review these benefits and their eligibility criteria in the F-15A Handbook on the Postal Service's intranet at <http://blue.usps.gov/cpim/ftp/hand/f15a.pdf>.

If you do not want this directed reassignment, some alternatives may be available to you. Potential alternatives include the following:

- (1) Voluntary acceptance of another vacant non-bargaining position.

Note: If you voluntarily accept a non-bargaining position at a lower grade than your current position, you will not be eligible for any grade or pay retention. Instead, under Employee and Labor Relations Manual (ELM) sections 415.22 and 415.4:

- your grade will immediately be reduced to the lower grade of your new position; and
- your salary will remain the same as long as it does not exceed the maximum of the salary range of your new, lower-grade position.

If your current salary exceeds the maximum of the salary range of your new, lower-grade position, your salary will be immediately reduced to that maximum.

If you are receiving grade or pay retention when you accept a voluntary downgrade, it will be terminated.

- (2) Voluntary acceptance of a vacant bargaining position.

Note: If you voluntarily accept a bargaining position at a lower level than your current position, you will not be eligible for any grade or pay retention.

- (3) Voluntary optional retirement.

- (4) Voluntary resignation, with or without one of the following:

- A deferred annuity; or
- A lump-sum payment of retirement contributions.

- (5) Involuntary separation, with or without one of the following:

- Discontinued service retirement;
- Severance pay under ELM 435;
- A deferred annuity;
- A deferred annuity and severance pay under ELM 435;
- A lump-sum payment of retirement contributions; or
- A lump-sum payment of retirement contributions and severance pay under ELM 435.

Whether any of these alternatives are available to you will depend on your individual circumstances. You can get additional information about these alternatives from the Human Resources Shared Service Center at 1-877-477-3273 or TDD/TTY 1-866-260-7507 and from the following resources (see especially the applicable sections on retirement, health care insurance, life insurance, and organizational changes):

- MyHR, the Postal Service's online repository of Human Resources information and policies, at myhr.usps.gov.
- The Office of Personnel Management's website at www.opm.gov. Please note that not all OPM rules and regulations apply to the Postal Service.

If you have more questions about your directed reassignment or your alternatives, please contact me as soon as possible.

Once you have considered the information relevant to your decision, please let me know whether you accept or decline your directed reassignment. You can do that by completing and returning the enclosed "Acceptance/Declination of Directed Reassignment" form to me. Please return the form early enough so that I receive it by August 1, 2024. ***If you do not respond by that date, I will assume that you accept the reassignment.***

Sincerely,

Chanel L Reedus
Director, Air Cargo Operations

Enclosure

ACCEPTANCE/DECLINATION OF DIRECTED REASSIGNMENT

After considering the information relevant to my decision, I hereby make the following election **(please initial your election)**:

- _____ I accept the directed reassignment described in the letter I recently received.
- _____ I decline the directed reassignment described in the letter I recently received and intend to pursue the following alternative(s):
 - _____ Voluntary acceptance of another vacant non-bargaining position.
 - _____ Voluntary acceptance of a vacant bargaining position.
 - _____ Voluntary optional retirement.
 - _____ Voluntary resignation.
 - _____ Voluntary resignation and a deferred annuity.
 - _____ Voluntary resignation and a lump-sum payment of retirement contributions.
 - _____ Involuntary separation.
 - _____ Involuntary separation and a deferred annuity.
 - _____ Involuntary separation and a lump-sum payment of retirement contributions.
 - _____ Other (please specify) _____

(Please print legibly)

Employee Identification Number (found on your earnings statement): _____

Name: _____

Signature: _____

Date: _____

RETURN TO CHANEL REEDUS FOR RECEIPT BY AUGUST 1, 2024.

2024 AIR CARGO TALKING POINTS (Not an employee hand out)

Background

- Effective September 30, 2024, the Air Cargo services contract will transfer from current contractor, FedEx, based in Memphis, TN to contractor United Parcel Service (UPS) based in Louisville, KY.
- The change in contractor will allow USPS to create a more efficient and streamlined network while also lowering costs.
- Due to the contract change the Air Cargo (Memphis) Operations work will move from 3680 Hacks Cross Rd Memphis, TN 38125 to 911 Grade Lane Louisville, KY 40209.

Talking Points for Chanel Reedus

- As a result in the change in operations for the Air Cargo network, you are receiving notice of directed reassignment to move with the work to Louisville, Kentucky.
- The change is to a new duty station with no impact on your current salary, tenure, pay grade or FLSA status.
- You will have until **August 1, 2024**, to respond to the Directed Reassignment Letter.
 - The letters should be sent to me via email or mail.
 - If you accept, you will have until **September 30, 2024**, to move to Louisville.
 - You are entitled to relocation benefits due to this type of change.
 - You will be sent available relocation benefit materials, and we will also host a meeting with the Travel & Relocation team to walk you through the benefits.
 - You will receive a Form 50 in the mail as a result of this due to a duty station change.
 - Your duty station will be updated once your relocation is finalized.
 - No response to the Directed Reassignment is seen as acceptance.
- If you do not accept the assignment, you may have the option to the following:
 - **Voluntary acceptance of another vacant non-bargaining position.**
 - If you voluntarily accept a non-bargaining position at a lower grade than your current position, you will not be eligible for any grade or pay retention. Instead, under Employee and Labor Relations Manual (ELM) sections 415.22 and 415.4.
 - If you currently have grade or pay retention it is terminated when you accept a voluntary downgrade.
 - **Apply competitively for non-bargaining positions in eCareer:**
 - You may apply competitively to job postings in eCareer; new job postings are posted every Tuesday.
 - You can complete your eCareer profile in preparation for job postings.
 - **Voluntary acceptance of a vacant bargaining position.**
 - If you voluntarily accept a bargaining position at a lower level than your current position, you will not be eligible for any grade or pay retention.
 - Requests to downgrade to a bargaining unit position should be submitted to local HR and LR. This is not a guaranteed placement and filling vacant jobs is subject to the collective bargaining unit agreements.

- **Voluntary optional retirement.**
 - Employee that are eligible and interested in retirement options should contact HRSSC at (877) 477-3272, option 5.
- **Voluntary resignation, with or without one of the following:**
 - A deferred annuity; or
 - A lump-sum payment of retirement contributions.
- **Involuntary separation, with or without one of the following:**
 - Discontinued service retirement;
 - Severance pay under ELM 435;
 - A deferred annuity;
 - A deferred annuity and severance pay under ELM 435;
 - A lump-sum payment of retirement contributions; or
 - A lump-sum payment of retirement contributions and severance pay under ELM 435.



June 25, 2024

EID
Name
Street Address
City, State, Zip

Dear XX,

This notice is to inform you that you are being reassigned to a new duty station with no change to job title, grade, or annual salary. Your new position will report to SDF Operations – USPS HQ ATO, located at:

911 Grade Lane
Louisville, KY 40209

This directed reassignment is necessary due to the Postal Service acquiring a new air cargo contract with the United Parcel Service (UPS). The current air cargo contract with FedEx will expire on September 29, 2024.

The effective date of this reassignment is September 30, 2024, and you must advise me if you are declining the reassignment by the deadline identified below.

	Current full-time position	New full-time position
Job Title	TRANSPORTATION SPECIALIST	TRANSPORTATION SPECIALIST
Employee Pay Grade	EAS-21	EAS-21
FLSA Status	Exempt	Exempt
Occupation Code	2330-5037	2330-5037
Duty Station Address	3680 Hacks Cross Rd Memphis, TN 38125	911 Grade Lane Louisville, KY 40209
Manager Name	Richard Epperson	Richard Epperson

Since you are being reassigned to a new duty station, you may be eligible for relocation benefits under the provisions of the F-15A Handbook. You may review these benefits and their eligibility criteria in the F-15A Handbook on the Postal Service's intranet at <http://blue.usps.gov/cpim/ftp/hand/f15a.pdf>.

If you do not want this directed reassignment, some alternatives may be available to you. Potential alternatives include the following:

- (1) Voluntary acceptance of another vacant non-bargaining position.

Note: If you voluntarily accept a non-bargaining position at a lower grade than your current position, you will not be eligible for any grade or pay retention. Instead, under Employee and Labor Relations Manual (ELM) sections 415.22 and 415.4:

- your grade will immediately be reduced to the lower grade of your new position; and
- your salary will remain the same as long as it does not exceed the maximum of the salary range of your new, lower-grade position.

If your current salary exceeds the maximum of the salary range of your new, lower-grade position, your salary will be immediately reduced to that maximum.

If you are receiving grade or pay retention when you accept a voluntary downgrade, it will be terminated.

- (2) Voluntary acceptance of a vacant bargaining position.

Note: If you voluntarily accept a bargaining position at a lower level than your current position, you will not be eligible for any grade or pay retention.

- (3) Voluntary optional retirement.

- (4) Voluntary resignation, with or without one of the following:

- A deferred annuity; or
- A lump-sum payment of retirement contributions.

- (5) Involuntary separation, with or without one of the following:

- Discontinued service retirement;
- Severance pay under ELM 435;
- A deferred annuity;
- A deferred annuity and severance pay under ELM 435;
- A lump-sum payment of retirement contributions; or
- A lump-sum payment of retirement contributions and severance pay under ELM 435.

Whether any of these alternatives are available to you will depend on your individual circumstances. You can get additional information about these alternatives from the Human Resources Shared Service Center at 1-877-477-3273 or TDD/TTY 1-866-260-7507 and from the following resources (see especially the applicable sections on retirement, health care insurance, life insurance, and organizational changes):

- MyHR, the Postal Service's online repository of Human Resources information and policies, at myhr.usps.gov.
- The Office of Personnel Management's website at www.opm.gov. Please note that not all OPM rules and regulations apply to the Postal Service.

If you have more questions about your directed reassignment or your alternatives, please contact me as soon as possible.

Once you have considered the information relevant to your decision, please let me know whether you accept or decline your directed reassignment. You can do that by completing and returning the enclosed "Acceptance/Declination of Directed Reassignment" form to me. Please return the form early enough so that I receive it by August 1, 2024. ***If you do not respond by that date, I will assume that you accept the reassignment.***

Sincerely,

Chanel L Reedus
Director, Air Cargo Operations

Enclosure

ACCEPTANCE/DECLINATION OF DIRECTED REASSIGNMENT

After considering the information relevant to my decision, I hereby make the following election **(please initial your election)**:

- _____ I accept the directed reassignment described in the letter I recently received.
- _____ I decline the directed reassignment described in the letter I recently received and intend to pursue the following alternative(s):
 - _____ Voluntary acceptance of another vacant non-bargaining position.
 - _____ Voluntary acceptance of a vacant bargaining position.
 - _____ Voluntary optional retirement.
 - _____ Voluntary resignation.
 - _____ Voluntary resignation and a deferred annuity.
 - _____ Voluntary resignation and a lump-sum payment of retirement contributions.
 - _____ Involuntary separation.
 - _____ Involuntary separation and a deferred annuity.
 - _____ Involuntary separation and a lump-sum payment of retirement contributions.
 - _____ Other (please specify) _____

(Please print legibly)

Employee Identification Number (found on your earnings statement): _____

Name: _____

Signature: _____

Date: _____

RETURN TO CHANEL REEDUS FOR RECEIPT BY AUGUST 1, 2024.

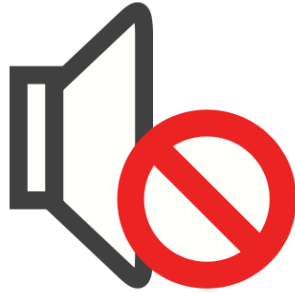
CLO Air Cargo Operations Townhall Meeting

Organization Change

June XX, 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



CASE FOR CHANGE



WHAT DOES THIS
MEAN FOR ME?



RESOURCES

Case for Change

Case for Change

Effective September 30, the Air Cargo services contract will transfer contractors from FedEx, based in Memphis, TN to United Parcel Service (UPS) based in Louisville, KY.

Due to the contract change the Air Cargo (Memphis) Operations work will move from 3680 Hacks Cross Rd Memphis, TN 38125 to 911 Grade Lane Louisville, KY 40209

This will allow USPS to create a more efficient and streamlined network while also lowering costs.

What does this mean for me?

Directed Reassignment Options

- You are being issued a directed reassignment from Tennessee to Kentucky due to the change in operations.
- This change will have no impact on your current salary, tenure, pay grade or FLSA status.
- You will have until **August 1, 2024**, to respond to the Directed Reassignment Letter by emailing your response to Chanel Reedus at chanel.l.reedus@usps.gov.
- If you accept, you will have until September 30, 2024, to move to Louisville.
 - You are entitled to relocation benefits due to this type of change.
 - You will be sent available relocation benefit materials, and we will also host a meeting with the Travel & Relocation team to walk you through the benefits.
 - You will receive a Form 50 in the mail as a result of this due to a duty station change. It will be updated once your relocation is finalized.
- **No response to the Directed Reassignment is seen as accepting or agreeing to the letter.**

Directed Reassignment Options (Continued)

Some alternatives are available if you **DO NOT** accept the Directed Reassignment. Potential alternatives include:

Voluntary acceptance of another vacant non-bargaining position.

- If you voluntarily accept a non-bargaining position at a lower grade than your current position, you will not be eligible for any grade or pay retention.

Voluntary acceptance of a vacant bargaining position.

- If you voluntarily accept a bargaining position at a lower level than your current position, you will not be eligible for any grade or pay retention.

Voluntary optional retirement.

Voluntary resignation, with or without one of the following:

- A deferred annuity; or a lump-sum payment of retirement contributions.

Involuntary separation, with or without one of the following:

- Discontinued service retirement;
- Severance pay under ELM 435;
- A deferred annuity;
- A deferred annuity and severance pay under ELM 435;
- A lump-sum payment of retirement contributions; or
- A lump-sum payment of retirement contributions and severance pay under ELM 435.

Operational Change Timeline

Events	Dates		
Management Notifies Affected Employees of Changes to Air Cargo Operations	6/24/2024		
Responses to Directed Reassignment Letters are Needed by:	8/1/2024		
Relocation Time Period	8/2/2024	-	9/30/2024
Effective Date of UPS Contract	9/30/2024		

Employee Repositioning Options

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.

Complete your eCareer profile in preparation for job postings.

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

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).

Operational Change Questions

- Chanel Reedus (Chanel.L.Reedus@usps.gov)

Questions

