



NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

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

*Office of
National President*

IVAN D. BUTTS

1727 King St., Suite 400
Alexandria, VA 22314-2753
OFFICE – 703 836-9660
FAX – 703-836-9665
E-MAIL – naps.ib@naps.org

July 5, 2025

Fellow NAPS Members:

We are heading toward the most extensive and potentially disastrous Organizational Changes that the EAS serving America's Postal Service have ever faced. This began on June 28, 2025, with the notifications of the results of the plant re-rankings (see attachment).

As part of this change, some Managers have been informed of proposed downgrades of their positions (see attachment).

Take note that these downgrades afford rights to ELM 650 Mediation. NAPS believes that impacted EAS personnel should exercise their rights, both through the 650 process and MSPB appeal, to challenge their downgrades.

- Managers who receive a "Notice of Proposed Non-Disciplinary Reduction in Grade (Position Reclassification)" should immediately contact their local NAPS Branch.
- The impacted Manager should follow the guidance in the USPS downgrade proposal letter to request ELM 650 mediation.
- If the impacted Manager opts not to go to ELM 650 mediation, they should request a meeting with the Deciding Official, in coordination with their local NAPS Branch, to appeal the proposed notice for downgrade of their position.
- Upon receipt of a final decision from the Deciding Official, the NAPS member should follow the procedures for an appeal as stated in the decision letter.

NAPS is committed to fully supporting its members who are impacted by this process.

In Solidarity,

Ivan D. Butts
NAPS National President

Representing supervisors, managers and postmasters in the United States Postal Service



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June 23, 2025

Board Memo 039-2025: Plant Ranking & Staffing Implementation

Executive Board,

At the close of business on Friday, June 20, 2025, NAPS received the email below announcing a RIF and Plant Reclassification.

NAPS has been briefed on the Plant reclassification. This briefing did not include any statement of the RIF's that are now being implemented. NAPS has confirmed this with USPS HQ in the response that was received concerning the extreme difference between what we were brief on and what is now being implemented.

NAPS is looking into available options for addressing this discrepancy.

Thank you and be safe.

NAPS Headquarters



June 20, 2025

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 Postal Service is implementing the updated Plant Ranking and Management Staffing Criteria that establishes positions and grades of non-bargaining employees. This was referenced in our June 16 correspondence (enclosed)

The following jobs will be reclassified to the newly earned position in their current facility. Upgrades due to reclassification and same-level reassignments will be effective June 28. Downgrades due to reclassification are scheduled to be effective no sooner than 30 days from notice to the employee. This is estimated to occur in August 2025.

Job Titles	Levels
Mgr Processing Support	EAS-21, EAS-22, EAS-23, EAS-24, EAS-25, EAS-26
Mgr Maintenance	EAS-19, EAS-20, EAS-21, EAS-22, EAS-23, EAS-24, EAS-25, EAS-26
Mgr Maintenance Support	EAS-19, EAS-20, EAS-21
Senior Manager Distribution Operations	EAS-25, EAS-26

Executive and Administrative Schedule (EAS) employees currently assigned as Plant Manager or Mgr Mail Processing Operations, will be reclassified to earned EAS positions within their current facility:

Current Titles	Future Titles
EAS Plant Manager/ Mgr Mail Processing Operations	EAS Plant Manager – Upgrade
EAS Plant Manager/ Mgr Mail Processing Operations	EAS Plant Manager – Downgrade
EAS Plant Manager/ Mgr Mail Processing Operations	EAS Plant Manager – Same level reassignment

Additionally, the plant ranking and management staffing criteria for RPDC and LPC facilities will be implemented in batches and will continue until all plants are utilizing the same criteria. Once fully implemented, the criteria will apply to the following facility types:

Facility Type	Explanation	Staffing Package
Regional Processing & Distribution Center (RPDC)	RPDCs are the network transfer point for mail and packages from other RPDCs. These plants process originating packages; and may also process originating letters and flats for a region and in some cases destinating packages for the region.	RPDC
Local Processing Center (LPC)	LPCs process & dispatch mail for their local area, Sorting and Delivery Centers (SDCs), Delivery Units and Post Offices. These plants process all destinating letters & flats, some originating letters & flats and may process originating or destinating packages for their local area. Some LPCs may process originating letters & flats for their region.	LPC
Regional Transfer Hub (RTH)	RTH plants act as a transfer point for mail and packages from the network into their region. RTHs disaggregate product for their region. These plants are standalone facilities and are not collocated with originating and destinating mail processing.	LPC
Processing & Distribution Center (PDC)	PDCs is a standalone network facility that process originating and/or designating processing operations for local area.	LPC
Network Distribution Center (NDC)	NDCs process originating and/or destinating packages for their region. Some facilities will be a network transfer point for mail and packages.	LPC
International Service Center (ISC)	ISCs serve as the gateway for international mail for the US. These plants handle the receipt, processing, and dispatching of International and Military (import and export) volumes; may include onsite U.S. Customs and Border Protection presence.	LPC

The sites listed below are a part of the Batch A implementation group and include the New England and New York Metro processing divisions. These facilities will be evaluated against the new criteria, beginning July 12.

Region	Division	Cost Ctr	Facility Name
EASTERN PROCESSING	NEW ENGLAND PROCESSI	350061	ALBANY NY P&DC
EASTERN PROCESSING	NEW YORK METRO PROCE	350978	BETHPAGE NY P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	240801	BOSTON MA P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	240953	BROCKTON MA P&DC
EASTERN PROCESSING	NEW YORK METRO PROCE	350996	BROOKLYN NY P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	351026	BUFFALO NY P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	501028	BURLINGTON VT P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	249623	CENTRAL MA P&DC
EASTERN PROCESSING	NEW YORK METRO PROCE	335980	DVD BLDG NJ P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	220355	EASTERN ME P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	83367	HARTFORD CT P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	244591	MIDDLESEX-ESSEX MA P&
EASTERN PROCESSING	NEW ENGLAND PROCESSI	355306	MID-HUDSON NY P&DC
EASTERN PROCESSING	NEW YORK METRO PROCE	355311	MID-ISLAND NY P&DC

EASTERN PROCESSING	NEW YORK METRO PROCE	355831	MORGAN NY P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	325522	NASHUA NH P&DC
EASTERN PROCESSING	NEW YORK METRO PROCE	333869	NEW JERSEY NDC
EASTERN PROCESSING	NEW YORK METRO PROCE	350185	NEW YORK INTL SVC CTR
EASTERN PROCESSING	NEW YORK METRO PROCE	335950	NORTHRN NJ METRO P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	357101	NORTHWEST ROCHESTER N
EASTERN PROCESSING	NEW ENGLAND PROCESSI	437141	PROVIDENCE RI P&DC
EASTERN PROCESSING	NEW YORK METRO PROCE	356886	QUEENS NY P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	357106	ROCHESTER NY P&DC
EASTERN PROCESSING	NEW YORK METRO PROCE	337929	SO JERSEY NJ P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	226901	SOUTHERN ME P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	247822	SPRINGFIELD NDC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	87719	STAMFORD CT P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	358361	SYRACUSE NY P&DC
EASTERN PROCESSING	NEW YORK METRO PROCE	338552	TRENTON NJ P&DC
EASTERN PROCESSING	NEW YORK METRO PROCE	359138	WEST NASSAU NY P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	359093	WESTCHESTER NY P&DC
EASTERN PROCESSING	NEW ENGLAND PROCESSI	509353	WHITE RIVER JUNC VT P

Additionally, as part of Batch A implementation, the Southern Connecticut (CT)P&DC will be converted to an annex of Hartford (CT) P&DC effective July 12. This change will affect the authorized non-bargaining staffing.

Region	Division	Cost Ctr	Facility Name
EASTERN PROCESSING	NEW ENGLAND PROCESSI	84727	SOUTHERN CT P&DC

Changes to the authorized non-bargaining staffing 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 the Batch A sites:

EVENTS	DATES		
Staffing changes implemented in Human Capital Enterprise System (HCES) related to this restructure	7/12/2025		
Town Hall Meeting to notify employees of staffing changes within the New England Processing Division and New York Processing Division within their competitive areas.	7/23/2025		7/24/2025
Issue Specific RIF Notices	7/25/2025		
Specific RIF Notice Period	7/25/2025	-	10/31/2025
Impacted employees can request non-competitive lateral or downgrade assignments and apply for promotions throughout timeline in eCareer.	7/25/2025	-	10/31/2025
7-day LAC Posting I: Open to all career non-bargaining employees within the New England Processing Division and New York Processing Division.	8/5/2025	-	8/11/2025
Review applications from Posting, conduct interviews and make final selections.	8/14/2025	-	8/29/2025
Selections made, Form 50 processed and effective date	9/6/2025		
5-day LAC Posting II: Open to all remaining impacted career non-bargaining employees within the New England Processing Division and New York Processing Division.	9/23/2025		9/27/2025
Review applications from Posting, conduct interviews and make final selections.	9/30/2025	-	10/14/2025
Selections made, Form 50 processed and effective date	10/18/2025		
RIF Effective Date (Effective date of RIF Separations)	10/31/2025		
Effective date of RIF Reassignment and Demotions	11/1/2025		

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

Enclosure

AREA NAME	CLUSTER NAME	FINANCE	FACILITY NAME	CURRENT LEVEL	NEW LEVEL
EASTERN PROCESSING	CENTRAL PROCESSING	471562	CHATTANOOGA TN P&DC	EAS-24	EAS-25
EASTERN PROCESSING	CENTRAL PROCESSING	172653	EVANSVILLE IN P&DC	EAS-24	EAS-25
EASTERN PROCESSING	CENTRAL PROCESSING	172920	FT WAYNE IN P&DC	EAS-24	EAS-22
EASTERN PROCESSING	CENTRAL PROCESSING	174038	INDIANAPOLIS IN LPC	Level 1 (Tier 2)	Level 1 (Tier 2)
EASTERN PROCESSING	CENTRAL PROCESSING	174051	INDIANAPOLIS IN RPDC	Level 1 (Tier 2)	Major (Tier 3)
EASTERN PROCESSING	CENTRAL PROCESSING	474634	KNOXVILLE TN P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	CENTRAL PROCESSING	204601	LEXINGTON KY P&DC	EAS-24	EAS-25
EASTERN PROCESSING	CENTRAL PROCESSING	204789	LOUISVILLE KY P&DC	Level 2 (Tier 2)	Level 2 (Tier 1)
EASTERN PROCESSING	CENTRAL PROCESSING	475665	MEMPHIS NDC	Level 2 (No Tier)	Level 2 (Tier 1)
EASTERN PROCESSING	CENTRAL PROCESSING	475674	MEMPHIS TN MPA	Level 4 (Tier 1)	EAS-25
EASTERN PROCESSING	CENTRAL PROCESSING	475666	MEMPHIS TN P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	CENTRAL PROCESSING	175909	MUNCIE IN LPC	EAS-23	EAS-22
EASTERN PROCESSING	CENTRAL PROCESSING	476110	MUSIC CITY ANNEX	Annex	Level 3 (Tier 0)
EASTERN PROCESSING	CENTRAL PROCESSING	476145	NASHVILLE TN P&DC	Level 1 (Tier 3)	Level 3 (Tier 0)
EASTERN PROCESSING	CENTRAL PROCESSING	178197	SOUTH BEND IN P&DC	EAS-24	EAS-22
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	410150	ALTOONA PA P&DC	EAS-19	EAS-22
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	230387	BALT INC MAIL MD P&DC	EAS-25	Level 3 (Tier 0)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	230379	BALTIMORE MD P&DC	Level 1 (Tier 3)	Level 1 (Tier 2)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	551459	CHARLESTON WV P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	105001	CURSEEN-MORRIS DC P&DC	EAS-25	EAS-25
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	96821	DELAWARE DE P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	232836	EASTERN SHORE MD P&DC	EAS-24	EAS-22
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	413485	HARRISBURG PA P&DC	Level 1 (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	414078	JOHNSTOWN PA P&DC-INSHD	EAS-24	EAS-22
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	414409	LANCASTER PA P&DC	EAS-24	EAS-25
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	414583	LEHIGH VALLEY PA P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	416602	PENNWOOD PLACE PA P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	416545	PHILADELPHIA NDC	Level 2 (No Tier)	Level 1 (Tier 2)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	417965	PHILADELPHIA PA P&DC	Major (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	416607	PITTSBURGH NDC	Level 2 (No Tier)	Level 2 (Tier 1)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	416609	PITTSBURGH PA P&DC	Major (Tier 3)	Level 1 (Tier 2)
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	417542	SCRANTON PA P&DC	EAS-24	EAS-25
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	237481	SO MARYLAND MD P&DC	EAS-25	EAS-25
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	238751	SUBURBAN MD P&DC	Level 3 (Tier 1)	EAS-25
EASTERN PROCESSING	CHESAPEAKE PROCESSIN	237482	WASHINGTON NDC	Level 2 (No Tier)	Level 2 (Tier 1)
EASTERN PROCESSING	FLORIDA PROCESSING	113077	FT MYERS FL P&DC	EAS-25	EAS-25
EASTERN PROCESSING	FLORIDA PROCESSING	113250	GAINESVILLE P&DF	EAS-22	EAS-25
EASTERN PROCESSING	FLORIDA PROCESSING	114382	JACKSONVILLE FL LPC	Level 2 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	FLORIDA PROCESSING	114381	JACKSONVILLE FL RPDC	Level 1 (Tier 2)	Major (Tier 3)
EASTERN PROCESSING	FLORIDA PROCESSING	115605	MANASOTA FL P&DC	Level 4 (Tier 1)	EAS-25
EASTERN PROCESSING	FLORIDA PROCESSING	115851	MIAMI FL P&DC	Level 2 (Tier 2)	Level 2 (Tier 1)
EASTERN PROCESSING	FLORIDA PROCESSING	115855	MIAMI INTL SVC CTR	EAS-25	EAS-25
EASTERN PROCESSING	FLORIDA PROCESSING	115945	MID FLORIDA FL P&DC	EAS-24	EAS-25
EASTERN PROCESSING	FLORIDA PROCESSING	116916	ORLANDO FL P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	FLORIDA PROCESSING	117411	PENSACOLA FL P&DC	EAS-24	EAS-25
EASTERN PROCESSING	FLORIDA PROCESSING	116812	ROYAL PALM FL P&DC	Level 2 (Tier 2)	Major (Tier 3)
EASTERN PROCESSING	FLORIDA PROCESSING	428461	SAN JUAN PR P&DC	Level 4 (Tier 1)	Level 1 (Tier 2)
EASTERN PROCESSING	FLORIDA PROCESSING	116920	SEMINOLE FL P&DC	Level 4 (Tier 1)	Level 2 (Tier 1)
EASTERN PROCESSING	FLORIDA PROCESSING	118898	TALLAHASSE FL LPC	V-02	EAS-25
EASTERN PROCESSING	FLORIDA PROCESSING	118926	TAMPA FL P&DC	Level 1 (Tier 3)	Level 3 (Tier 0)
EASTERN PROCESSING	FLORIDA PROCESSING	119466	WEST PALM BEACH FL P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	FLORIDA PROCESSING	118906	YBOR CITY FL P&DC	Level 1 (Tier 3)	Level 2 (Tier 1)
EASTERN PROCESSING	LAKESHORES PROCESSIN	380085	AKRON OH P&DC	Annex	EAS-25
EASTERN PROCESSING	LAKESHORES PROCESSIN	381604	CINCINNATI NDC	Level 2 (No Tier)	Level 3 (Tier 0)

AREA NAME	CLUSTER NAME	FINANCE	FACILITY NAME	CURRENT LEVEL	NEW LEVEL
EASTERN PROCESSING	LAKESHORES PROCESSIN	381605	CINCINNATI OH P&DC	Level 2 (Tier 2)	Level 2 (Tier 1)
EASTERN PROCESSING	LAKESHORES PROCESSIN	381670	CLEVELAND OH P&DC	Level 1 (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	LAKESHORES PROCESSIN	381793	COLUMBUS OH P&DC	Major (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	LAKESHORES PROCESSIN	382094	DAYTON OH P&DC	EAS-24	EAS-25
EASTERN PROCESSING	LAKESHORES PROCESSIN	252492	DETROIT MI P&DC	Level 3 (Tier 1)	Level 1 (Tier 2)
EASTERN PROCESSING	LAKESHORES PROCESSIN	252491	DETROIT NDC	Level 3 (No Tier)	Level 2 (Tier 1)
EASTERN PROCESSING	LAKESHORES PROCESSIN	253921	GRAND RAPIDS MI P&DC	Level 2 (Tier 2)	Level 1 (Tier 2)
EASTERN PROCESSING	LAKESHORES PROCESSIN	254721	KINGSFORD MPF	EAS-21	EAS-22
EASTERN PROCESSING	LAKESHORES PROCESSIN	255271	LANSING MI P&DC	EAS-24	EAS-22
EASTERN PROCESSING	LAKESHORES PROCESSIN	258231	MICHIGAN METROPLEX MI	Major (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	LAKESHORES PROCESSIN	381639	SPRING DALE ANNEX	Annex	EAS-25
EASTERN PROCESSING	LAKESHORES PROCESSIN	388261	TOLEDO OH P&DC	EAS-24	EAS-22
EASTERN PROCESSING	LAKESHORES PROCESSIN	259322	TRAVERSE CITY MI P&DC	EAS-24	EAS-22
EASTERN PROCESSING	LAKESHORES PROCESSIN	389221	YOUNGSTOWN P&DF	Annex	EAS-22
EASTERN PROCESSING	NEW ENGLAND PROCESSI	350061	ALBANY NY P&DC	Level 2 (Tier 2)	Level 2 (Tier 1)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	240801	BOSTON MA P&DC	Level 1 (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	240953	BROCKTON MA P&DC	EAS-24	EAS-25
EASTERN PROCESSING	NEW ENGLAND PROCESSI	351026	BUFFALO NY P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	501028	BURLINGTON VT P&DC	EAS-24	EAS-22
EASTERN PROCESSING	NEW ENGLAND PROCESSI	249623	CENTRAL MA P&DC	EAS-25	Level 3 (Tier 0)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	220355	EASTERN ME P&DC	EAS-24	EAS-22
EASTERN PROCESSING	NEW ENGLAND PROCESSI	83367	HARTFORD CT P&DC	Level 1 (Tier 3)	Level 1 (Tier 2)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	324801	MANCHESTER NH P&DC	Level 3 (Tier 1)	EAS-25
EASTERN PROCESSING	NEW ENGLAND PROCESSI	244591	MIDDLESEX-ESSEX MA P&	EAS-25	EAS-25
EASTERN PROCESSING	NEW ENGLAND PROCESSI	355306	MID-HUDSON NY P&DC	EAS-22	EAS-22
EASTERN PROCESSING	NEW ENGLAND PROCESSI	325522	NASHUA NH P&DC	EAS-25	Level 3 (Tier 0)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	357101	NORTHWEST ROCHESTER N	Level 4 (Tier 1)	EAS-25
EASTERN PROCESSING	NEW ENGLAND PROCESSI	437141	PROVIDENCE RI P&DC	Level 3 (Tier 1)	Level 2 (Tier 1)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	357106	ROCHESTER NY P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	84727	SOUTHERN CT P&DC	EAS-24	Closure
EASTERN PROCESSING	NEW ENGLAND PROCESSI	226901	SOUTHERN ME P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	247822	SPRINGFIELD NDC	Level 1 (No Tier)	Major (Tier 3)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	87719	STAMFORD CT P&DC	EAS-24	EAS-25
EASTERN PROCESSING	NEW ENGLAND PROCESSI	358361	SYRACUSE NY P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	359093	WESTCHESTER NY P&DC	Level 2 (Tier 2)	Level 1 (Tier 2)
EASTERN PROCESSING	NEW ENGLAND PROCESSI	509353	WHITE RIVER JUNC VT P	EAS-24	EAS-22
EASTERN PROCESSING	NEW YORK METRO PROCE	350978	BETHPAGE NY P&DC	EAS-25	Level 2 (Tier 1)
EASTERN PROCESSING	NEW YORK METRO PROCE	350996	BROOKLYN NY P&DC	Level 2 (Tier 2)	Major (Tier 3)
EASTERN PROCESSING	NEW YORK METRO PROCE	335980	DVD BLDG NJ P&DC	Major (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	NEW YORK METRO PROCE	355311	MID-ISLAND NY P&DC	Level 2 (Tier 2)	Level 1 (Tier 2)
EASTERN PROCESSING	NEW YORK METRO PROCE	355831	MORGAN NY P&DC	Major (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	NEW YORK METRO PROCE	333869	NEW JERSEY NDC	Level 1 (No Tier)	Major (Tier 3)
EASTERN PROCESSING	NEW YORK METRO PROCE	350185	NEW YORK INTL SVC CTR	Level 1 (No Tier)	Level 1 (Tier 2)
EASTERN PROCESSING	NEW YORK METRO PROCE	335950	NORTHRN NJ METRO P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	NEW YORK METRO PROCE	356886	QUEENS NY P&DC	Level 4 (Tier 1)	Level 1 (Tier 2)
EASTERN PROCESSING	NEW YORK METRO PROCE	337929	SO JERSEY NJ P&DC	Level 2 (Tier 2)	Level 3 (Tier 0)
EASTERN PROCESSING	NEW YORK METRO PROCE	338552	TRENTON NJ P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	NEW YORK METRO PROCE	359138	WEST NASSAU NY P&DC	EAS-24	EAS-25
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	451490	CHARLESTON SC P&DC	EAS-24	EAS-25
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	361420	CHARLOTTE NC LPC	Level 1 (Tier 2)	Level 2 (Tier 1)
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	360028	CHARLOTTE NC RPDC	Level 1 (Tier 2)	Level 1 (Tier 2)
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	451801	COLUMBIA SC P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	512704	DULLES VA P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	362681	FAYETTEVILLE NC P&DC	EAS-25	Level 3 (Tier 0)

AREA NAME	CLUSTER NAME	FINANCE	FACILITY NAME	CURRENT LEVEL	NEW LEVEL
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	363193	GREENSBORO NC NDC	Level 2 (No Tier)	Level 3 (Tier 0)
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	363195	GREENSBORO NC P&DC	Level 2 (Tier 2)	Level 1 (Tier 2)
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	453621	GREENVILLE SC LPC	Level 2 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	474474	JOHNSON CITY TN LPC	EAS-25	EAS-22
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	516523	NORFOLK VA LPC	Level 2 (Tier 1)	EAS-25
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	516541	NORTHERN VA P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	366353	RALEIGH NC P&DC	Level 3 (Tier 1)	Level 2 (Tier 1)
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	517649	RICHMOND VA RPDC	Level 1 (Tier 2)	Major (Tier 3)
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	517717	ROANOKE VA P&DC	EAS-25	EAS-25
EASTERN PROCESSING	SOUTH ATLANTIC PROCE	366610	ROCKY MOUNT P&DF	Annex	EAS-22
EASTERN PROCESSING	SOUTHEAST PROCESSING	120441	ATLANTA GA LPC	Level 1 (Tier 2)	Level 2 (Tier 1)
EASTERN PROCESSING	SOUTHEAST PROCESSING	125200	ATLANTA GA RPDC	Major (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	SOUTHEAST PROCESSING	120476	AUGUSTA GA LPC	EAS-25	EAS-22
EASTERN PROCESSING	SOUTHEAST PROCESSING	10781	BIRMINGHAM AL P&DC	Level 2 (Tier 2)	Level 1 (Tier 2)
EASTERN PROCESSING	SOUTHEAST PROCESSING	123569	DULUTH GA LPC	Level 2 (Tier 1)	Level 2 (Tier 1)
EASTERN PROCESSING	SOUTHEAST PROCESSING	14250	HUNTSVILLE P&DF	EAS-22	EAS-22
EASTERN PROCESSING	SOUTHEAST PROCESSING	125490	MACON GA LPC	V-02	EAS-25
EASTERN PROCESSING	SOUTHEAST PROCESSING	15602	MOBILE AL P&DC	EAS-24	EAS-25
EASTERN PROCESSING	SOUTHEAST PROCESSING	15631	MONTGOMERY AL P&DC	EAS-25	EAS-25
EASTERN PROCESSING	WESTSHORES PROCESSIN	161546	BEDFORD PARK IL LPC	Level 1 (Tier 2)	Level 2 (Tier 1)
EASTERN PROCESSING	WESTSHORES PROCESSIN	161275	CAROL STREAM IL LPC	Level 2 (Tier 1)	Level 2 (Tier 1)
EASTERN PROCESSING	WESTSHORES PROCESSIN	161430	CHAMPAIGN IL LPC	EAS-25	EAS-25
EASTERN PROCESSING	WESTSHORES PROCESSIN	161547	CHICAGO IL LPC	Level 1 (Tier 2)	Level 2 (Tier 1)
EASTERN PROCESSING	WESTSHORES PROCESSIN	161541	CHICAGO IL RPDC	Major (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	WESTSHORES PROCESSIN	160049	CHICAGO INTL SVC CTR	Level 1 (No Tier)	Major (Tier 3)
EASTERN PROCESSING	WESTSHORES PROCESSIN	562495	EAU CLAIRE P&DF	EAS-22	EAS-22
EASTERN PROCESSING	WESTSHORES PROCESSIN	162865	FOX VALLEY IL P&DC	EAS-24	EAS-25
EASTERN PROCESSING	WESTSHORES PROCESSIN	173170	GARY IN LPC	EAS-25	EAS-22
EASTERN PROCESSING	WESTSHORES PROCESSIN	563402	GREEN BAY WI P&DC	EAS-25	EAS-25
EASTERN PROCESSING	WESTSHORES PROCESSIN	564981	MADISON WI P&DC	EAS-25	EAS-25
EASTERN PROCESSING	WESTSHORES PROCESSIN	565481	MILWAUKEE WI P&DC	Level 1 (Tier 3)	Major (Tier 3)
EASTERN PROCESSING	WESTSHORES PROCESSIN	565486	OAK CREEK WI P&DC	Level 2 (Tier 2)	Level 3 (Tier 0)
EASTERN PROCESSING	WESTSHORES PROCESSIN	166027	PALATINE IL LPC	Level 1 (Tier 2)	Level 2 (Tier 1)
EASTERN PROCESSING	WESTSHORES PROCESSIN	166182	PEORIA IL LPC	EAS-25	EAS-22
EASTERN PROCESSING	WESTSHORES PROCESSIN	166788	QUAD CITIES IL P&DC	EAS-24	EAS-22
EASTERN PROCESSING	WESTSHORES PROCESSIN	167417	SPRINGFIELD IL P&DC	EAS-24	EAS-25
WESTERN PROCESSING	GULF SOUTH PROCESSIN	210625	BATON ROUGE LA P&DC	EAS-24	EAS-25
WESTERN PROCESSING	GULF SOUTH PROCESSIN	273150	GULFPORT P&DF	EAS-22	EAS-22
WESTERN PROCESSING	GULF SOUTH PROCESSIN	273784	JACKSON MS P&DC	Level 3 (Tier 1)	EAS-25
WESTERN PROCESSING	GULF SOUTH PROCESSIN	214977	LAFAYETTE LA P&DC	EAS-24	EAS-22
WESTERN PROCESSING	GULF SOUTH PROCESSIN	45131	LITTLE ROCK AR P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	GULF SOUTH PROCESSIN	216567	NEW ORLEANS LA P&DC	Level 2 (Tier 2)	Level 3 (Tier 0)
WESTERN PROCESSING	GULF SOUTH PROCESSIN	45146	NORTHWEST ARKANSAS P&	EAS-24	EAS-25
WESTERN PROCESSING	GULF SOUTH PROCESSIN	396139	OKLAHOMA CITY OK P&DC	Level 2 (Tier 2)	Level 3 (Tier 0)
WESTERN PROCESSING	GULF SOUTH PROCESSIN	217957	SHREVEPORT LA P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	GULF SOUTH PROCESSIN	398350	TULSA OK P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	MIDWEST PROCESSING	281685	COLUMBIA MO P&DC	EAS-24	EAS-22
WESTERN PROCESSING	MIDWEST PROCESSING	194671	KANSAS CITY KS RPDC	Level 2 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	MIDWEST PROCESSING	194654	KCKS NDC	Level 3 (No Tier)	Level 3 (Tier 0)
WESTERN PROCESSING	MIDWEST PROCESSING	284219	KCMO MO P&DC	Major (Tier 3)	Major (Tier 3)
WESTERN PROCESSING	MIDWEST PROCESSING	305165	LINCOLN P&DF	EAS-21	EAS-22
WESTERN PROCESSING	MIDWEST PROCESSING	306466	NORTH PLATTE MPF	EAS-20	EAS-22
WESTERN PROCESSING	MIDWEST PROCESSING	306646	OMAHA NE P&DC	Level 1 (Tier 3)	Level 2 (Tier 1)
WESTERN PROCESSING	MIDWEST PROCESSING	287535	SPRINGFIELD P&DC	EAS-24	EAS-25

AREA NAME	CLUSTER NAME	FINANCE	FACILITY NAME	CURRENT LEVEL	NEW LEVEL
WESTERN PROCESSING	MIDWEST PROCESSING	287151	ST LOUIS METRO ANNEX	Annex	EAS-22
WESTERN PROCESSING	MIDWEST PROCESSING	287142	ST LOUIS MO P&DC	Major (Tier 3)	Level 1 (Tier 2)
WESTERN PROCESSING	MIDWEST PROCESSING	287141	ST LOUIS NDC	Level 3 (No Tier)	Level 2 (Tier 1)
WESTERN PROCESSING	MIDWEST PROCESSING	199714	WICHITA KS P&DC	Level 4 (Tier 1)	EAS-25
WESTERN PROCESSING	NORTHERN PLAINS PROC	370950	BISMARCK P&DF	EAS-21	EAS-22
WESTERN PROCESSING	NORTHERN PLAINS PROC	181502	CEDAR RAPIDS P&DC	EAS-24	EAS-25
WESTERN PROCESSING	NORTHERN PLAINS PROC	462100	CENTRAL DAKOTA P&DF	EAS-21	EAS-22
WESTERN PROCESSING	NORTHERN PLAINS PROC	182414	DES MOINES IA P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	NORTHERN PLAINS PROC	182413	DES MOINES NDC	Level 2 (No Tier)	Level 3 (Tier 0)
WESTERN PROCESSING	NORTHERN PLAINS PROC	262595	DULUTH MN P&DC	EAS-24	EAS-22
WESTERN PROCESSING	NORTHERN PLAINS PROC	373053	FARGO P&DF	EAS-25	Level 3 (Tier 0)
WESTERN PROCESSING	NORTHERN PLAINS PROC	373807	GRAND FORKS MPF	EAS-21	EAS-22
WESTERN PROCESSING	NORTHERN PLAINS PROC	266003	MANKATO P&DC	EAS-24	EAS-22
WESTERN PROCESSING	NORTHERN PLAINS PROC	266362	MINNEAPOLIS MN P&DC	Level 1 (Tier 3)	Level 2 (Tier 1)
WESTERN PROCESSING	NORTHERN PLAINS PROC	266361	MINN-SAINT PAUL NDC	Level 2 (No Tier)	Level 3 (Tier 0)
WESTERN PROCESSING	NORTHERN PLAINS PROC	467145	RAPID CITY MPF	EAS-20	EAS-22
WESTERN PROCESSING	NORTHERN PLAINS PROC	268286	SAINT CLOUD P&DC	EAS-24	EAS-22
WESTERN PROCESSING	NORTHERN PLAINS PROC	268361	SAINT PAUL MN P&DC	Level 3 (Tier 1)	Level 1 (Tier 2)
WESTERN PROCESSING	NORTHERN PLAINS PROC	467860	SIOUX FALLS SD P&DC	Level 2 (Tier 2)	EAS-25
WESTERN PROCESSING	NORTHERN PLAINS PROC	189354	WATERLOO P&DF	EAS-24	EAS-22
WESTERN PROCESSING	NORTHWEST PROCESSING	20313	ANCHORAGE AK P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	NORTHWEST PROCESSING	290772	BILLINGS P&DC	EAS-25	Level 3 (Tier 0)
WESTERN PROCESSING	NORTHWEST PROCESSING	150926	BOISE ID RPDC	Level 2 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	NORTHWEST PROCESSING	293633	GREAT FALLS P&DF	EAS-21	EAS-22
WESTERN PROCESSING	NORTHWEST PROCESSING	295795	MISSOULA MPF	EAS-21	EAS-22
WESTERN PROCESSING	NORTHWEST PROCESSING	157228	POCATELLO ID LPC	EAS-23	EAS-22
WESTERN PROCESSING	NORTHWEST PROCESSING	547617	SEATTLE NDC	Level 2 (No Tier)	Level 3 (Tier 0)
WESTERN PROCESSING	NORTHWEST PROCESSING	547618	SEATTLE WA P&DC	Major (Tier 3)	Level 1 (Tier 2)
WESTERN PROCESSING	NORTHWEST PROCESSING	548054	SPOKANE WA P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	NORTHWEST PROCESSING	548332	TACOMA WA P&DC	EAS-25	EAS-25
WESTERN PROCESSING	NORTHWEST PROCESSING	549157	WENATCHEE MPF	EAS-20	EAS-22
WESTERN PROCESSING	NORTHWEST PROCESSING	549435	YAKIMA MPF	EAS-21	EAS-22
WESTERN PROCESSING	PACIFIC COASTAL PROC	402850	EUGENE OR LPC	V-02	EAS-25
WESTERN PROCESSING	PACIFIC COASTAL PROC	52562	EUREKA CA PO	Post Office	EAS-22
WESTERN PROCESSING	PACIFIC COASTAL PROC	405409	MEDFORD OR LPC	EAS-25	EAS-22
WESTERN PROCESSING	PACIFIC COASTAL PROC	55439	NORTH BAY CA P&DC	EAS-24	EAS-22
WESTERN PROCESSING	PACIFIC COASTAL PROC	55509	OAKLAND CA P&DC	Major (Tier 3)	Level 2 (Tier 1)
WESTERN PROCESSING	PACIFIC COASTAL PROC	406785	PORTLAND OR RPDC	Level 1 (Tier 2)	Level 1 (Tier 2)
WESTERN PROCESSING	PACIFIC COASTAL PROC	56352	REDDING CA MPF	EAS-22	EAS-22
WESTERN PROCESSING	PACIFIC COASTAL PROC	56679	SACRAMENTO CA P&DC	Major (Tier 3)	Major (Tier 3)
WESTERN PROCESSING	PACIFIC COASTAL PROC	56789	SAN FRANCISCO CA P&DC	Level 2 (Tier 2)	Level 2 (Tier 1)
WESTERN PROCESSING	PACIFIC COASTAL PROC	56785	SAN FRANCISCO NDC	Level 3 (No Tier)	Level 3 (Tier 0)
WESTERN PROCESSING	PACIFIC COASTAL PROC	56835	SAN JOSE CA P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	SOUTHERN CAL PROCESS	50224	ANAHEIM CA P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	SOUTHERN CAL PROCESS	50464	BAKERSFIELD CA P&DC	EAS-24	EAS-25
WESTERN PROCESSING	SOUTHERN CAL PROCESS	52888	FRESNO CA P&DC	EAS-24	EAS-25
WESTERN PROCESSING	SOUTHERN CAL PROCESS	142401	HONOLULU HI P&DC	Level 4 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	SOUTHERN CAL PROCESS	50109	INDUSTRY CA P&DC	Level 3 (Tier 1)	Level 2 (Tier 1)
WESTERN PROCESSING	SOUTHERN CAL PROCESS	54577	LOS ANGELES CA ISC	Level 2 (No Tier)	Level 3 (Tier 0)
WESTERN PROCESSING	SOUTHERN CAL PROCESS	54531	LOS ANGELES CA P&DC	Major (Tier 3)	Major (Tier 3)
WESTERN PROCESSING	SOUTHERN CAL PROCESS	54529	LOS ANGELES NDC	Level 2 (No Tier)	Level 2 (Tier 1)
WESTERN PROCESSING	SOUTHERN CAL PROCESS	56770	MARGARET SELLERS CA P	Level 1 (Tier 3)	Level 1 (Tier 2)
WESTERN PROCESSING	SOUTHERN CAL PROCESS	55157	MORENO VALLEY CA P&DC	EAS-24	EAS-25
WESTERN PROCESSING	SOUTHERN CAL PROCESS	56745	SAN BERNARDINO CA P&D	Level 3 (Tier 1)	Level 3 (Tier 0)

AREA NAME	CLUSTER NAME	FINANCE	FACILITY NAME	CURRENT LEVEL	NEW LEVEL
WESTERN PROCESSING	SOUTHERN CAL PROCESS	56937	SANTA ANA CA P&DC	Level 2 (Tier 2)	Level 2 (Tier 1)
WESTERN PROCESSING	SOUTHERN CAL PROCESS	56944	SANTA BARBARA CA P&DC	EAS-25	EAS-25
WESTERN PROCESSING	SOUTHERN CAL PROCESS	58101	SANTA CLARITA CA P&DC	Major (Tier 3)	Level 1 (Tier 2)
WESTERN PROCESSING	TEXAS PROCESSING	480014	ABILENE P&DF	EAS-24	EAS-22
WESTERN PROCESSING	TEXAS PROCESSING	480230	AMARILLO TX P&DC	EAS-24	Level 3 (Tier 0)
WESTERN PROCESSING	TEXAS PROCESSING	480421	AUSTIN TX P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	TEXAS PROCESSING	480612	BEAUMONT TX LPC	EAS-25	EAS-22
WESTERN PROCESSING	TEXAS PROCESSING	482031	CORPUS CHRISTI TX P&D	EAS-24	EAS-22
WESTERN PROCESSING	TEXAS PROCESSING	482269	DALLAS NDC	Level 2 (No Tier)	Level 2 (Tier 1)
WESTERN PROCESSING	TEXAS PROCESSING	482274	DALLAS TX P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	TEXAS PROCESSING	482296	DALLAS TX RPDC RTH	Level 2 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	TEXAS PROCESSING	482847	EL PASO TX P&DC	EAS-25	EAS-25
WESTERN PROCESSING	TEXAS PROCESSING	483221	FT WORTH TX P&DC	Level 2 (Tier 2)	Level 1 (Tier 2)
WESTERN PROCESSING	TEXAS PROCESSING	485397	LUBBOCK TX P&DC	EAS-24	EAS-25
WESTERN PROCESSING	TEXAS PROCESSING	485454	MCALLEN TX P&DC	EAS-24	EAS-22
WESTERN PROCESSING	TEXAS PROCESSING	485917	MIDLAND TX P&DC	EAS-24	EAS-22
WESTERN PROCESSING	TEXAS PROCESSING	484143	N HOUSTON TX RPDC	Major (Tier 3)	Major (Tier 3)
WESTERN PROCESSING	TEXAS PROCESSING	482273	NORTH TEXAS TX P&DC	Major (Tier 3)	Major (Tier 3)
WESTERN PROCESSING	TEXAS PROCESSING	487981	SAN ANTONIO TX P&DC	Level 1 (Tier 3)	Level 1 (Tier 2)
WESTERN PROCESSING	TEXAS PROCESSING	488511	SOUTH HOUSTON TX LPC	Level 1 (Tier 2)	Level 2 (Tier 1)
WESTERN PROCESSING	WESTERN PROCESSING	340148	ALBUQUERQUE NM P&DC	Level 3 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	WESTERN PROCESSING	571557	CASPER MPF	EAS-21	EAS-22
WESTERN PROCESSING	WESTERN PROCESSING	571673	CHEYENNE P&DC	EAS-22	EAS-22
WESTERN PROCESSING	WESTERN PROCESSING	71820	COLORADO SPRINGS P&DC	EAS-23	EAS-25
WESTERN PROCESSING	WESTERN PROCESSING	72359	DENVER CO P&DC	Major (Tier 3)	Major (Tier 3)
WESTERN PROCESSING	WESTERN PROCESSING	72357	DENVER NDC	Level 2 (No Tier)	Level 3 (Tier 0)
WESTERN PROCESSING	WESTERN PROCESSING	73836	GRAND JUNCTION MPF	EAS-22	EAS-22
WESTERN PROCESSING	WESTERN PROCESSING	314881	LAS VEGAS NV P&DC	Level 3 (Tier 1)	Level 2 (Tier 1)
WESTERN PROCESSING	WESTERN PROCESSING	36365	PHOENIX AZ P&DC	Major (Tier 3)	Level 1 (Tier 2)
WESTERN PROCESSING	WESTERN PROCESSING	36358	PHOENIX AZ RPDC RTH	Level 2 (Tier 1)	Level 3 (Tier 0)
WESTERN PROCESSING	WESTERN PROCESSING	497173	PROVO P&DC	EAS-24	EAS-22
WESTERN PROCESSING	WESTERN PROCESSING	317282	RENO NV P&DC	EAS-24	EAS-25
WESTERN PROCESSING	WESTERN PROCESSING	497795	SALT LAKE CITY UT ASF	Annex	Level 3 (Tier 0)
WESTERN PROCESSING	WESTERN PROCESSING	497789	SALT LAKE CITY UT P&DC	Level 1 (Tier 3)	EAS-25
WESTERN PROCESSING	WESTERN PROCESSING	38881	TUCSON AZ P&DC	EAS-25	EAS-25
WESTERN PROCESSING	WESTERN PROCESSING	36370	WEST VALLEY AZ P&DC	Level 3 (Tier 1)	Level 1 (Tier 2)



June 23, 2025

PHOENIX AZ RPDC RTH

SUBJECT: Notice of Proposed Non-Disciplinary Reduction in Grade (Position Reclassification)

Dear David,

This is to inform you that it is proposed you be reclassified to the position of Mgr Maintenance, EAS-24, occupation code 2355-0019, with no change to your duty station. This reclassification is necessary due to applying the Regional Processing Distribution Center (RPDC) and Local Processing Center (LPC) nonbargaining management staffing criteria to your facility.

The RPDC and LPCs are ranked based on a combination of total function 1 and 3b staffing. The grade level for the Mgr Maintenance corresponds to the rank of your facility, as outlined in the established staffing criteria.

Due to your position's duties and responsibilities not significantly changing, you are being automatically assigned to the lower-graded position in your current facility. As a result, it is proposed that the grade of your position be reduced from EAS-25 to EAS-24, no sooner than 30 calendar days from the date you receive this letter.

In accordance with Employee and Labor Relations Manual (ELM) section 415.23, if your current salary is within range of the new position salary range, you will not receive saved salary. If your current salary exceeds the range of the new position, then saved salary is granted for a period not to exceed two (2) years. At the end of the two-year period, if you remain an EAS-24 and your salary still exceeds the maximum salary range for EAS-24, your salary will be reduced immediately to the EAS-24 maximum.

As we continue to make changes to our mail processing network and modernize the plants, it is critical to ensure that the appropriate management staffing is in place to lead the change.

You and/or your representative may contact me directly at to obtain a copy of the material relied on to support the reasons for this Notice.

You and/or your representative may do either of two things at this point:

You may request that the issues involved in this proposal be mediated. If you wish to take advantage of this option, you should make your request for mediation in writing within ten calendar days of the date of your receipt of this Notice. For your convenience, enclosed is PS Form 650, Request for Mediation, which you may use for this purpose. After completing PS Form 650 (or other written request for mediation), send it, along with a copy of the proposed discipline, to:

ELM 650 Mediation Facilitator, EEO Compliance and Appeals

If no resolution is reached or you choose not to request mediation, you and/or your representative may respond to this Notice within ten calendar days from the date of the mediation or the delivery of this Notice, whichever is applicable. Additionally, if you request mediation but your request is subsequently denied, you may still respond to this Notice within ten calendar days from the delivery of the letter notifying you that your mediation request was denied.

You should send your written response to the deciding official, Kellie Calderon, Executive Director Compensation and Benefits, at kellie.c.calderon@usps.gov within ten calendar days of your receipt of this Notice. You or your representative may furnish affidavits or other written material to the deciding official with your response. If you did not request mediation (or your request was denied), you may also respond in person. You should schedule a mutually convenient time for your in-person response as soon as possible by calling the deciding official at 202-268-4143. You will be afforded a reasonable amount of official time to prepare your responses if you are otherwise in a duty status.

After the expiration of the ten-day time limitation for reply, all the facts in the case, including any reply you submit, will be given full consideration before a decision is rendered. You will receive a written decision from the deciding official no later than 60 calendar days after your response is received.

A handwritten signature in black ink that reads "Ashlea A. Meyer". The signature is written in a cursive, flowing style.

Ashlea Meyer
A/ Director Organization Design

Attachments:
650 Mediation Request Form and Fact Sheet