

Summary of SWC Changes November 2012

RMPO to APO - Mapping Employee Credits

Bargaining Unit employees located in RMPOs will be credited using the same factors as currently used in the SWC. Mapping will follow the same business rules used for finance unit mapping. If the Administrative Post Office (APO) has stations other than the Main Post Office, the Installation Head will determine mapping (either the main office or the station responsible for managing them).

Following existing business rules applicable to current SWC calculations provides a clear and understandable format without adding unnecessary complexity to the existing model.

SWC Zone of Tolerance Period

A Zone of Tolerance will be established for loss of encumbered staffing to provide the losing office an opportunity to adjust craft complement and/or acclimate to reduced supervisor staffing. The twelve month Zone of Tolerance period will only apply to the lower side of SWC ranges and for encumbered positions only.

All SWC's changes resulting in increases to staffing will be processed immediately following current business rules.

A standardized approach with well defined business rules will provide impacted offices and supervisory staff the time necessary to explore opportunities and adjust accordingly.

Changing Credit for Custodians

An increase will be made in the custodian workload factor raising the factor from .50 to .75. All other business rules specific to maintenance / custodial staffing credits remain unchanged.

A 50 percent credit increase brings this employee group in line with current SWC business rules.

Eliminate Work Hour Requirement for Getting Full Credit for Window Titled Clerk

All work hour requirements currently in place for earning the 1.33 window credit for employees will be eliminated. Current business rules provide additional credit only where work hour thresholds are exceeded.

Changes will provide the 1.33 credit to all clerks with window duties as part of their position description (currently 18 positions). The 1.33 credit will be applied regardless of the location of the employee or the hours worked.

These changes will streamline the SWC process providing clear and concise application of credits.

Provide Exception Credit for Multi-Station Cities / Installations

An exception credit formula will be applied to multi-station cities to provide additional SCS staffing based on the number of earned SCS positions within installations. An additional SCS position will be authorized at the Lead Finance Level for every 35 currently earned SCS positions. This position will be used at the discretion of the Installation Head but it is expected that leave replacement will be primary. With the establishment of this staffing coupled with the Lead Clerk positions, higher level use should be reduced.