



July 8, 2024

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

Certified Mail Number
9589071052700684769894

Dear Ivan,

This is in reference to our April 12 correspondence (enclosed) proposing revisions to the non-bargaining staffing criteria for the Salt Lake City, Utah (UT) Remote Encoding Center (REC), your May 8 recommendations to the proposal, and any takeaways from our May 9 meeting.

The proposal included:

- The Supv Remote Encoding Operations EAS-17 (occ-code: 0356-0002) is earned based on a 1:60 ratio of craft on-rolls. This ratio will be reduced to 1:45 ratio of craft on-rolls.
 - The proposed ratio would increase the number of supervisors per the number of bargaining unit employees.
- Reduce one (1) Mgr Remote Encoding Operations position due to a decline in bargaining unit and supervisory staffing.

May 9 meeting takeaways with responses:

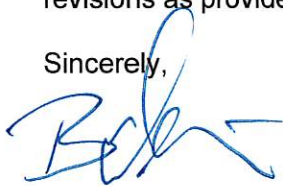
1. Who provides the maintenance/IT support in the building?
 - Org Design met with the operations site leadership, and they conveyed that there are no significant concerns when it comes to the Maintenance Operations and IT support at the REC. Maintenance at the REC is responsible for the maintenance of Non-Ace computers (majority of computers at REC) and other general facility issues that may require facility services tickets to be created. The Maintenance team includes a team of 12 craft employees (11 Electronic Technicians and 1 Maintenance Mechanic) and 1 MGR Maintenance EAS-21.
 - It was shared that if there was an emergency situation (roof leaking, HVAC fire, etc) that may occur outside of the workhours of the Mgr Maintenance, facility services tickets are submitted in the same manner as other facilities, as needed.

- IT Support is provided by different HQ Related organizations such as MTEESC, CISO, IT Helpdesk, Engineering when it comes to issues related to their networking, mailing processing equipment, and ACE computers.
2. Included among your May 8 recommendations regarding the duties of Supervisor and Manager REC duties.
- The table summarizes the different duties and responsibilities that you provided. The duties are within the purview of a supervisor and manager and would not be considered special or extra.
 - As for the HR duties, the appropriate pieces of hiring activities will be delegated to district Human Resources.

Essential Duties of a Supervisor	HR
<ul style="list-style-type: none">• Providing supervision of daily operations and ensuring productivity• New employee onboarding and training• Conducting and logging HERO mandatory safety talks• Safety observations• Establishing effective work relationships• Employee scheduling• Reviewing clock ring errors and employee call ins and call outs (administrative function)• Accident reporting• Step 1 grievances	<ul style="list-style-type: none">• Hiring

The Postal Service has given full and fair consideration to NAPS's recommendations and has decided pursuant to Title 39 U.S. Code § 1004 to proceed with implementation of the revisions as provided in our April 12 correspondence.

Sincerely,



Bruce A. Nicholson
Director
Labor Relations Policies and Programs

LABOR RELATIONS



April 12, 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 7739 83

Dear Ivan:

The Postal Service is proposing revisions to the non-bargaining staffing criteria for the Salt Lake City, Utah (UT) Remote Encoding Center (REC) due to the decline in mail volume and bargaining unit staffing at the facility. A recent review was conducted of this site and the prior review was conducted in 2015.

The following revisions are proposed for the Salt Lake City REC non-bargaining staffing to align with current workload and bargaining unit staffing:

- The Supv Remote Encoding Operations EAS-17 (occ-code: 0356-0002) is earned based on a 1:60 ratio of craft on-rolls. This ratio will be reduced to 1:45 ratio of craft on-rolls.
- Reduce one (1) Mgr Remote Encoding Operations position due to a decline in bargaining unit and supervisory staffing.

Changes to the authorized staffing may result in employee impacts requiring a reduction in force (RIF) to be administered in the Salt Lake City REC competitive area.

These changes are proposed in pursuant to Title 39, U.S. Code §1004(d).

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

Sincerely,

A handwritten signature in blue ink that reads "Bruce A. Nicholson". To the left of the signature is a small handwritten mark that appears to be "14".

Bruce A. Nicholson
Director
Labor Relations Policies and Programs