

DOCKET SECTION

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BEFORE THE
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POSTAL RATE COMMISSION
OFFICE OF THE SECRETARY

POSTAL RATE AND FEE CHANGES, 1997

Docket No. R97-1

RESPONSE OF UNITED STATES POSTAL SERVICE
TO INTERROGATORIES OF
MAGAZINE PUBLISHERS OF AMERICA
REDIRECTED FROM WITNESS MODEN
(MPA/USPS-T4-1 & 2)

The United States Postal Service hereby provides responses to the following interrogatories of Magazine Publishers of America: MPA/USPS-T4-1 & 2, filed on September 17, 1997, and redirected from witness Moden.

Each interrogatory is stated verbatim and is followed by the response.

Respectfully submitted,

UNITED STATES POSTAL SERVICE

By its attorneys:

Daniel J. Foucheaux, Jr.
Chief Counsel, Ratemaking



Scott L. Reiter

475 L'Enfant Plaza West, S.W.
Washington, D.C. 20260-1137
(202) 268-2999; Fax -5402
October 1, 1997

**RESPONSE OF THE UNITED STATES POSTAL SERVICE
TO THE INTERROGATORIES OF THE MPA
REDIRECTED FROM WITNESS MODEN**

MPA/USPS-T4-1. Please refer to your response to TW/USPS-T4-7, part C. You state that "We staff to workload".

- a. Please describe in detail the chain command for staffing decisions. Do facility managers make all decisions for their facility? Please describe in detail all circumstances in which staffing decisions are made at a more centralized level, such as area distribution center, or at a more decentralized level, such as at a supervisory (operation) level within a facility.
- b. For what time period are staffing levels set? Please describe in detail how changes in staffing levels are transmitted to facility personnel. What is the lead time for staffing changes?
- c. Please define precisely the workload you refer to as the basis for staffing decisions. Is this a historical or anticipated workload? Please describe how schedulers obtain the workload information. Is such information provided as one workload figure or as a range?
- d. Does the Postal Service use any other staffing tools (computer based or otherwise) in making scheduling decisions? If yes, please list all such tools, briefly describe each, and provide supporting documentation.

Response:

- a. Staffing decisions are made at various levels within the Postal Service, and practices vary greatly from Area to Area. In some Areas, decision making on both career and non-career hiring is centralized, in others it is delegated to individual Districts and/or processing and distribution installations. Some Areas use a hiring committee approach at the District or Area levels, or at both. Day-to-day staffing decisions are made within individual operations or facilities.
- b. Staffing levels are set for an average volume period. There is no single common practice on how data is transmitted, how long it takes to implement staffing changes within the Postal Service, or for what period those staffing levels will remain in effect.
- c. Workload is generally mail pieces, as determined by meter counts, weight conversions, or linear conversion factors. Generally, anticipated workload is projected based on historical workload and recent trend data. There is no single way schedulers obtain this information. It is generally a single figure, but is the sum of various components based upon mail sizes, shapes, or processing methods.

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d. Scheduling decision are made using the Site META computer model (see LR-H-221) and other locally developed scheduling techniques.

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MPA/USPS-T4-2. Please refer to your response to TWUSPS-T4-7, part h., where you describe the META staffing system. You state that META is used at local discretion to adjust local staffing.

- a. Please provide an estimate of the number of facilities using the META system in FY 1996.
- b. Can facilities use the META system on an occasional basis?
- c. Has the Postal Service conducted any studies or written any reports evaluating the effectiveness of the META system? If so, please provide copies of any such studies or reports.

Response:

- a. No national estimate is available.
- b. Yes.
- c. No.

CERTIFICATE OF SERVICE

I hereby certify that I have this day served the foregoing document upon all participants of record in this proceeding in accordance with section 12 of the Rules of Practice.



Scott L. Reiter

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