

POStPlan FAQs

Updated February 2, 2015

The date above indicates the date this document was reviewed and updated. Whenever this document is updated, every FAQ is reviewed, but not every FAQ requires a change.

The following frequently asked questions apply only for the Post Office Structure Plan (POStPlan) implementation.

Note: The following FAQs do not cover disability retirement. For information on disability retirement, contact the Human Resources Shared Service Center (HRSSC) at 1.877.477.3273, option 5.

1. What is POStPlan? (Updated February 2, 2015)

POStPlan is a multi-year, multi-phase strategy to modify weekday retail hours to better align customer use in some full-time (EAS-11, -13, -15, and -16) and part-time (PTPM-51, -52, -53, -54, and -55) post offices, which in turn results in staffing changes in those offices. The implementation of POStPlan began in 2012.

The offices referred to above may be:

- upgraded to an EAS-18 office with full-time weekday retail hours;
- reevaluated to a Remotely Managed Post Office (RMPO) with part-time retail hours of 2, 4, or 6 hours per weekday (this includes where the weekday retail hours of a part-time office will not change, but the office is converted to a 2-, 4-, or 6-hour per day RMPO);
or
- reevaluated to a Part-Time Post Office (PTPO) with part-time retail hours of 6 hours per weekday (this includes where the weekday retail hours of a part-time office will not change, but the office is converted to a 6-hour per day PTPO).

RMPOs: RMPOs are offices that are grouped together geographically and report to an Administrative Post Office. Offices reevaluated to 2-hour per day RMPOs are staffed by a non-career, non-bargaining position (PMR-51 Postmaster Relief (RMPO)) (instead of a postmaster position).

The Postal Service will offer to employees holding postmaster positions in offices reevaluated to 2- or 4-hour per day RMPOs that have not been converted to RMPOs as of January of 2015 the opportunity to accept an assignment offer effective February 7, 2015 to one of the following bargaining positions in accordance with, as applicable, the POStPlan memoranda of understanding (MOUs) between the Postal Service and the American Postal Workers Union (POStPlan MOUs):

- A career part-time flexible (PTF) clerk position, grade level 6, that will staff (instead of a postmaster position) a 4-hour per day RMPO identified by the Postal Service. If the

postmaster's current office is reevaluated to a 4-hour per day RMPO, the offered position may or may not be in the postmaster's current office.

- A career PTF clerk position, grade level 6, in some other office identified by the Postal Service.
- A career full-time clerk position, grade level 6, with a non-traditional full-time (NTFT) duty assignment in an office identified by the Postal Service.

Offices reevaluated and converted to 6-hour per day RMPOs as of September of 2014 because the postmaster positions were unencumbered have been staffed by a career part-time postmaster position (initially a PTPM-55 Postmaster (RMPO) position, and then the same-grade position of PTPM-56 Postmaster (RMPO)). The Postal Service will provide to the postmaster in the future the opportunity to convert to a career full-time bargaining position (clerk position, grade level 6, with a traditional full-time or NTFT duty assignment) that will staff his/her office instead of the PTPM-56 Postmaster (RMPO) position beginning in September of 2016 only if the postmaster chooses to convert. (The postmaster cannot convert before that date.) If the postmaster chooses not to convert, he/she will remain in the PTPM-56 Postmaster (RMPO) position in his/her office until he/she vacates the position, at which time it will convert to the grade level 6 clerk position. Postmasters formerly holding an EAS-11, -13, -15, or -16 Postmaster position who accepted a downgrade to the PTPM-55/-56 Postmaster (RMPO) position are provided certain pay retention (see FAQ. Nos. 13 and 14 below).

Offices reevaluated to 6-hour per day RMPOs that have not been converted to RMPOs as of September of 2014 and which have encumbered postmaster positions are staffed by a career part-time PTPM-56 Postmaster (RMPO) position effective February 7, 2015 (instead of the encumbered postmaster position) if the postmaster:

- does not vacate the postmaster position he/she currently holds on or before the reduction in force (RIF) separation effective date (close of business (COB) on February 6, 2015); and
- accepts an assignment offer effective February 7, 2015 to the PTPM-56 Postmaster (RMPO) position.

If the postmaster meets those two conditions, the Postal Service will provide to the postmaster in the future the opportunity to convert to a career full-time bargaining position (clerk position, grade level 6, with a traditional full-time or NTFT duty assignment) that will staff his/her office instead of the PTPM-56 Postmaster (RMPO) position beginning in September of 2016 only if the postmaster chooses to convert. (The postmaster cannot convert before that date.) If the postmaster chooses not to convert, he/she will remain in the PTPM-56 Postmaster (RMPO) position in his/her office until he/she vacates the position, at which time it will convert to the grade level 6 clerk position. If the postmaster vacates the postmaster position he/she currently holds on or before the RIF separation effective date of COB on February 6, 2015, his/her office will be staffed by a bargaining position (instead of a postmaster position) in accordance with the POSTPlan MOUs. Postmasters holding an EAS-11, -13, -15, or -16 Postmaster position who accept the assignment offer to the PTPM-56 Postmaster (RMPO) position effective February 7, 2015 will be provided certain pay retention (see FAQ Nos. 5, 8, and 10 below).

Other offices reevaluated to 6-hour per day RMPOs are staffed by a bargaining position (instead of a postmaster position) in accordance with the POSTPlan MOUs.

PTPOs: PTPOs are stand-alone offices that do not fit the RMPO model and report to the District Manager of Post Office Operations. Offices reevaluated to 6-hour per day PTPOs are staffed by a career part-time postmaster position (initially a PTPM-55 Postmaster (PTPO) position, and then the same-grade position of PTPM-56 Postmaster (PTPO)).

Postmasters holding an EAS-11, -13, -15, or -16 Postmaster position who accept a downgrade to a PTPM-55/-56 Postmaster (PTPO) position effective prior to the RIF separation effective date of COB on February 6, 2015 are provided certain pay retention (see FAQ Nos. 6, 13, and 14 below).

The Postal Service will offer to employees holding postmaster positions in offices reevaluated to 6-hour per day PTPOs the opportunity to accept an assignment offer effective February 7, 2015 to the career PTPM-56 Postmaster (PTPO) position that will staff their reevaluated 6-hour per day PTPO. Postmasters holding an EAS-11, -13, -15, or -16 position who accept the assignment offer are provided certain pay retention (see FAQs Nos. 5, 8, and 10 below).

2. **Where can I find additional information about the next phases of the POSTPlan implementation?**

Click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

where you will find links to additional information about the next phases of the POSTPlan implementation.

3. **What are the next phases of the POSTPlan implementation and when will they occur? (Updated February 2, 2015)**

The next phases of the POSTPlan implementation include the following:

- RIF avoidance periods (June 30 through October 14, 2014);
- assignment effective date to EAS-18 Postmaster position (October 4, 2014);
- mailing of Specific RIF Notices of separation (October 15, 2014);
- mailing of Specific RIF Notices of demotion to career full-time Rural Carrier position (October 15, 2014);
- provision of follow-up notifications of changes to Specific RIF Notice information (December of 2014 and/or January of 2015, as applicable);

- Specific RIF Notice periods (October 15, 2014 until immediately prior to COB on January 9, 2015 or immediately prior to COB on February 6, 2015, as applicable);
- RIF separation effective dates (COB on January 9 or February 6, 2015, as applicable);
- RIF demotion effective date to career full-time Rural Carrier position (February 7, 2015);
- assignment effective date to career PTF clerk position, grade level 6 (February 7, 2015);
- assignment effective date to career full-time clerk position, grade level 6, with a NTFT duty assignment (February 7, 2015); and
- assignment effective date to career part-time PTPM-56 Postmaster (RMPO) or (PTPO) position (February 7, 2015).

4. What are my options during the RIF avoidance period (June 30 through October 14, 2014) if I remain a POSTPlan-impacted postmaster during that period? (Updated February 2, 2015)

- **Apply for career full-time EAS vacancies:** During the RIF avoidance period, you have the option of applying on a competitive basis for:
 - career full-time EAS-18 Postmaster vacancies (including in offices that have recently been upgraded to EAS-18 under POSTPlan); and
 - career full-time field vacancies at EAS-17 and below

that are posted in *eCareer* from July 8-23, 2014 with a limited area of consideration (LAC) of:

- eligible postmasters who are currently impacted by POSTPlan; and
- eligible PTPM-55 Postmasters (RMPO) or (PTPO) who prior to June 30, 2014 were postmasters impacted by POSTPlan who accepted assignments to their current positions in offices that were reevaluated to 6-hour per day RMPOs or PTPOs.

Your application must be received in *eCareer* on or before the closing date of July 23, 2014 in order to compete for the LAC vacancies referred to above. If your current grade is the same or higher than the grade of the vacant position, you may also request a non-competitive lateral reassignment or downgrade, as applicable, by submitting a written request to the selecting official on or before the closing date of July 23, 2014. If you are selected for one of the LAC vacancies, you will be notified on or before August 15, 2014 and assignment to your new position will be effective August 23, 2014. The exception is that if you are selected for an EAS-18 Postmaster vacancy in an office recently upgraded under POSTPlan, then assignment to your new position will be effective October 4, 2014.

In addition, you have the option during the RIF avoidance period of applying on a competitive basis for other career full-time EAS vacancies for which you are eligible that are

posted in *eCareer*. You also have the option of requesting a non-competitive lateral reassignment or downgrade, as applicable, to a career full-time EAS vacancy for which you are eligible and which is at or below your current grade by submitting a written request to the selecting official.

Relocation benefits will be provided to you if you qualify under *Handbook F-15-A (Relocation Policy—Nonbargaining EAS, Management and Technical Pay Band, and Attorney Compensation Employees)*, which can be found at:

<http://blue.usps.gov/cpim/ftp/hand/f15a/welcome.htm>.

If you take a downgrade to a career full-time EAS position during the RIF avoidance period, you will not receive any grade/pay retention in your new position (except as otherwise provided below). Effective on the date of your downgrade, your grade will be reduced to that of your new position, and your salary will be reduced to the maximum salary of the grade of your new position if your salary on that date exceeds that maximum. This is the case even if you have grade and/or pay retention in your current postmaster position, such as from a prior reorganization (except as otherwise provided below). (The grade/pay retention provisions of *Employee and Labor Relations Manual (ELM)* section 415.21 and associated policies will not apply to your downgrade during the RIF avoidance period.)

However, a different policy applies if you are a postmaster who was demoted by RIF effective November 5, 2011 under the Delivery Unit Optimization (DUO) Program and received conditional 2 years of saved grade and indefinite saved salary thereafter. Effective on the date of your downgrade, your grade will be reduced to that of your new position, but you will continue to indefinitely receive your saved salary if it exceeds the maximum salary of the grade of your new position.

If your office is being upgraded to an EAS-18 office and you do not obtain another position or retire or resign, your promotion (or lateral reassignment if you have saved grade at EAS-18) to the EAS-18 Postmaster position will be effective October 4, 2014. The determination of whether you must apply competitively or are eligible to apply non-competitively for a career full-time EAS vacancy during the RIF avoidance period is based on your grade at the time you submit your application.

If you are interested in applying for career full-time EAS vacancies during the RIF avoidance period, click on the "[Careers](#)" section from the "My HR" tab in LiteBlue to go to:

<https://liteblue.usps.gov/humanresources/applications/eCareer.shtml>

to search for such vacancies in *eCareer*.

- **Resign or take VER or optional retirement effective September 30, 2014 with an incentive payment:** During the RIF avoidance period, you have the option of accepting an incentive payment offer under the 2014 POSTPlan Special Incentive Offer if you are otherwise eligible and if you take one of the following actions:
 - resign effective September 30, 2014;

- take voluntary early retirement (VER) effective September 30, 2014, if eligible; or
- take optional retirement effective September 30, 2014, if eligible.

For full-time postmasters, the amount of the incentive payment will be \$10,000. For part-time postmasters, the amount of the incentive payment will be prorated. The incentive payment will be paid in one lump sum on December 5, 2014.

Your eligibility for VER or optional retirement under the 2014 POSTPlan Special Incentive Offer will be determined based on your age and service on September 30, 2014. If you are eligible, an information package and a retirement annuity estimate will be mailed separately to your mailing address of record on or after June 30, 2014.

If you resign or take VER or optional retirement under the 2014 POSTPlan Special Incentive Offer, you will not be eligible for severance pay under ELM part 435.

Click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

where you will find links to additional information, including, but not limited to, the “Retirement and Separation” section of the Organizational Change FAQs.

- **Resign or take optional retirement effective after September 30, 2014 without an incentive payment:** During the RIF avoidance period, you have the option of resigning or taking optional retirement effective after September 30, 2014 without an incentive payment. You will not be eligible for severance pay under [ELM](#) part 435.

Click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

where you will find links to additional information, including, but not limited to, the “Retirement and Separation” section of the Organizational Change FAQs.

- **Your options following the RIF avoidance period may or may not be more advantageous to you:** Instead of resigning or taking VER or optional retirement during the RIF avoidance period, you may have other options later during or after the Specific RIF Notice period. Those later options may or may not be more advantageous to you, depending upon your particular circumstances, including, but not limited to, the following:
 - **Unavailability after September 30, 2014 of a pre-approved waiver of the minimum enrollment/coverage requirement for continuing FEHB coverage into retirement:** If you take VER or optional retirement under the 2014 POSTPlan Special Incentive Offer effective September 30, 2014 during the RIF avoidance period but do not meet the minimum enrollment/coverage requirement for continuing Federal Employees Health Benefits (FEHB) coverage into retirement, you may be eligible for a pre-approved waiver of that requirement.

However, a pre-approved waiver of the minimum FEHB enrollment/coverage requirement will not be available to you if you take optional retirement effective after September 30, 2014 during the RIF avoidance period or optional retirement or discontinued service retirement (DSR) effective during or after the Specific RIF Notice period and you do not meet the minimum enrollment/coverage requirement for continuing FEHB coverage into retirement. Instead, you will need to either, as eligible:

- apply directly to the Office of Personnel Management (OPM) for a waiver of the FEHB minimum enrollment/coverage requirement (which OPM may or may not grant after reviewing the evidence you submit in support of your request), which you should do as soon as possible prior to your retirement effective date; or
- request that the Postal Service permit you to use your annual leave (if any, and if of a sufficient amount) to remain on the Postal Service's rolls in an annual leave status past COB on February 6, 2015 in order to meet the FEHB minimum enrollment/coverage requirement.

For additional information, see FAQ Nos. 7-10 and 19 below.

- **Reemployment in a Postal Service or other federal civilian position if you are covered by CSRS or CSRS-Offset:** If you are covered by the Civil Service Retirement System (CSRS) or the Civil Service Retirement System-Offset (CSRS-Offset) and you intend to seek reemployment in a Postal Service or other federal civilian position, it may be more advantageous for you to take DSR during or after the Specific RIF Notice period instead of taking VER or optional retirement during the RIF avoidance period.

For additional information, click on the "Organizational Changes" link from the "My HR" tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to FAQ No. 56 of the "Retirement and Separation" section of the Organizational Change FAQs.

5. If I remain a POSTPlan-impacted postmaster on October 15, 2015, will I be mailed a Specific RIF Notice? If I remain a POSTPlan-impacted postmaster in December of 2014 and January of 2015, will I be provided follow-up notifications of changes to my Specific RIF Notice information? (Updated February 2, 2015)

- **Specific RIF Notice of separation and follow-up notifications – most postmasters with reevaluated 2- or 4-hour per day RMPOs:** If your office has been reevaluated to a 2- or 4-hour per day RMPO and you remain a POSTPlan-impacted postmaster on October 15, 2014, your Specific RIF Notice mailed to your mailing address of record on that date by Certified Mail, return receipt requested, (as modified by written/verbal follow-up notifications in January of 2015 if you remain a POSTPlan-impacted postmaster at that time) will notify you

that you will be separated by RIF effective COB on February 6, 2015 unless one of the following situations apply:

- You meet the criteria for demotion to a career full-time Rural Carrier position in your office (see the “Specific RIF Notice of demotion and follow-up notifications – postmasters with reevaluated 2- or 4-hour per day RMPOs” section of this FAQ below).
- If the above RIF demotion situation does not apply, you accept an assignment offer effective February 7, 2015 to one of the following bargaining positions (in accordance with, as applicable, the POSTPlan MOUs):
 - A career PTF clerk position, grade level 6, that will staff (instead of a postmaster position) a 4-hour per day RMPO identified by the Postal Service. If your current office is reevaluated to a 4-hour per day RMPO, the offered position may or may not be in your current office.
 - A career PTF clerk position, grade level 6, in some other office identified by the Postal Service.
 - A career full-time clerk position, grade level 6, with a NTFT duty assignment in an office identified by the Postal Service.
- You decline the assignment offer and choose to be separated by RIF effective COB on January 9, 2015 instead of COB on February 6, 2015.
- You decline the assignment offer and take another option that is available to you besides separation by RIF (such as optional retirement, if eligible).

If you do not choose to be separated by RIF effective COB on January 9, 2015, your follow-up notifications will also include the following information with respect to the assignment offer:

- Detailed instructions on how to accept or decline the assignment offer on or before the deadline (before 5:00 p.m. Eastern Standard Time (EST) on February 6, 2015). If you accept the assignment offer on or before the deadline, you will still be considered a POSTPlan-impacted postmaster during the Specific RIF Notice period (October 15, 2014 until immediately prior to COB on February 6, 2015), and may apply during the Specific RIF Notice period for vacancies for which you are eligible (see FAQ No. 6 below).
- Your specific pay if you accept the assignment offer. If you accept the assignment offer, you will not receive any grade/pay retention in your new position. Effective February 7, 2015, you will be placed in the appropriate step for grade level 6 on the Postal Service Schedule applicable to your offered position. This is the case even if you have grade and/or pay retention in your current postmaster position, such as from a prior reorganization, including if you are a postmaster who was demoted by RIF effective November 5, 2011 under the DUO Program and received conditional 2

years of saved grade and indefinite saved salary thereafter. (The grade/pay retention provisions of [ELM](#) section 415.21 and associated policies—which apply only to voluntary downgrades of impacted non-bargaining employees to other non-bargaining positions during RIF-related periods—will not apply to your assignment.)

- The daily hours and days per week you will be scheduled to work if you accept the assignment offer.
- **Specific RIF Notice of separation and follow-up notifications – most postmasters with reevaluated 6-hour per day RMPOs or PTPOs:** If your office has been reevaluated to a 6-hour per day RMPO or PTPO and you remain a POSTPlan-impacted postmaster on October 15, 2014, your Specific RIF Notice mailed to your mailing address of record on that date by Certified Mail, return receipt requested, (as modified by written/verbal follow-up notifications in December of 2014 and January of 2015 if you remain a POSTPlan-impacted postmaster at those times) will notify you that you will be separated by RIF effective COB on February 6, 2015 unless one of the following situation applies:
 - You meet the criteria for demotion to a career full-time Rural Carrier position in your office (see the “Specific RIF Notice of demotion and follow-up notifications – postmasters with reevaluated 6-hour per day RMPOs or PTPOs” section of this FAQ below).
 - If the above RIF demotion situation does not apply, you accept an assignment offer effective February 7, 2015 to one of the following positions, as applicable:
 - **If your office has been reevaluated to a 6-hour per day RMPO:** Assignment offer to the career part-time PTPM-56 Postmaster (RMPO) position that will staff your reevaluated 6-hour per day RMPO instead of the postmaster position you currently hold if you accept the assignment offer. If you vacate the postmaster position you currently hold on or before the RIF separation effective date of COB on February 6, 2015, your office will be staffed by a bargaining position (instead of a postmaster position) in accordance with the POSTPlan MOUs.
 - **If your office has been reevaluated to a 6-hour per day PTPO:** Assignment offer to the career part-time PTPM-56 Postmaster (PTPO) position that will staff your reevaluated 6-hour per day PTPO instead of the postmaster position you currently hold.
 - You decline the assignment offer and choose to be separated by RIF effective COB on January 9, 2015 instead of COB on February 6, 2015.
 - You decline the assignment offer and take another option that is available to you besides separation by RIF (such as optional retirement, if eligible).

Your Specific RIF Notice and follow-up notifications will also include detailed instructions on how to accept or decline the assignment offer on or before the deadline (before 5:00 p.m. EST on February 6, 2015). If you accept the assignment offer on or before the deadline, you

will still be considered a POSTPlan-impacted postmaster during the Specific RIF Notice period (October 15, 2014 until immediately prior to COB on February 6, 2015), and may apply during the Specific RIF Notice period for vacancies for which you are eligible (see FAQ No. 6 below).

If you accept the assignment offer, the grade/pay retention provisions of [ELM](#) section 415.21 and associated policies will not apply to your assignment.

If you hold a PTPM-51, -52, -53, or -54 Postmaster position in a less than 6-hour per day part-time office and accept the assignment offer, effective February 7, 2015 you will be changed to PTPM-56 and will receive your Rate Schedule Code F hourly rate for your paid hours, including your additional paid hours (except as otherwise provided below).

If you hold an EAS-11, -13, -15, or -16 Postmaster position in a full-time office and accept the assignment offer, the following will apply with respect to your grade and pay (except as otherwise provided below):

- If you do not have grade and/or pay retention in your current postmaster position, you will be provided the following saved hourly pay:
 - effective February 7, 2015, your grade will be reduced to PTPM-56, but you will receive through September 30, 2016 for your paid hours the hourly rate of your annual salary that is in effect immediately preceding your downgrade; and
 - effective October 1, 2016, your hourly rate for your paid hours will be reduced to the maximum hourly rate for Rate Schedule Code F that is in effect on that date if your saved hourly rate exceeds that maximum.
- If you have grade and/or pay retention in your current postmaster position, such as from a prior reorganization, it will be terminated, and you will be provided the following saved hourly pay:
 - effective February 7, 2015, your grade will be reduced to PTPM-56, but you will receive through September 30, 2016 for your paid hours the hourly rate of your annual salary that is in effect immediately preceding your downgrade; and
 - effective October 1, 2016, your hourly rate for your paid hours will be reduced to the maximum hourly rate for Rate Schedule Code F that is in effect on that date if your saved hourly rate exceeds that maximum.

However, a different policy applies if you are a postmaster who was demoted by RIF effective November 5, 2011 under the DUO Program and received conditional 2 years of saved grade and indefinite saved salary thereafter. If you hold a PTPM-51, -52, -53, or -54 position in a less than 6-hour per day part-time office, effective February 7, 2015 you will be changed to PTPM-56, but you will continue to indefinitely receive for your paid hours (including your additional paid hours) the hourly rate of your saved salary (except that in the case of assignment to a career part-time PTPM-56 Postmaster (RMPO) position, only for the period you hold that position if in September of 2016 you choose to convert to a career full-

time clerk position as discussed below). If you hold an EAS-11, -13, -15, or -16 Postmaster position in a full-time office, effective February 7, 2015 your grade will be reduced to PTPM-56, but you will continue to indefinitely receive for your paid hours the hourly rate of your saved salary (except that in the case of assignment to a career part-time PTPM-56 Postmaster (RMPO) position, only for the period you hold that position if in September of 2016 you choose to convert to a career full-time clerk position as discussed below).

If, as applicable, you accept the assignment offer to the career part-time PTPM-56 Postmaster (RMPO) position effective February 7, 2015, the Postal Service will provide to you in the future the opportunity to convert to a career full-time bargaining position (clerk position, grade level 6, with a traditional full-time or NTFT duty assignment) that will staff your office instead of the PTPM-56 Postmaster (RMPO) position beginning in September of 2016 only if you choose to convert. (You cannot convert before that date.) If you choose not to convert, you will remain in the PTPM-56 Postmaster (RMPO) position in your office until you vacate the position, at which time it will convert to the grade level 6 clerk position.

Contact your District Manager of Post Office Operations for information about the daily hours and days per week you will be scheduled to work if you accept the assignment offer to the career part-time PTPM-56 Postmaster (RMPO) or (PTPO) position.

For information on the effect on your benefits and leave of changing from a full-time to part-time career employee, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the “Effect on Benefits and Leave of Moving to a Part-Time Career Position” section of the Organizational Change FAQs.

- **Specific RIF Notice of demotion and follow-up notifications – postmasters with reevaluated 2- or 4-hour per day RMPOs:** If:
 - you hold an EAS-15 or -16 Postmaster position;
 - your full-time office has been reevaluated to a 2- or 4-hour per day RMPO;
 - you are veterans’ preference eligible for RIF purposes; and
 - there is a career full-time Rural Carrier position (Occupation Code 2325-01XX) in your office (which is your competitive area for RIF purposes) to which you have a RIF assignment right,

your Specific RIF Notice mailed to your mailing address of record on October 15, 2014 by Certified Mail, return receipt requested, (as modified by written/verbal follow-up notifications in January of 2015 if you remain a POSTPlan-impacted postmaster at that time) will notify you that you will be demoted by RIF to that Rural Carrier position effective February 7, 2015 unless you take one of the following options:

- You decline the RIF demotion and accept an assignment offer effective February 7, 2015 to one of the following bargaining positions (in accordance with, as applicable, the POSTPlan MOUs):
 - A career PTF clerk position, grade level 6, that will staff (instead of a postmaster position) a 4-hour per day RMPO identified by the Postal Service. If your current office is reevaluated to a 4-hour per day RMPO, the offered position may or may not be in your current office.
 - A career PTF clerk position, grade level 6, in some other office identified by the Postal Service.
 - A career full-time clerk position, grade level 6, with a NTFT duty assignment in an office identified by the Postal Service.
- You decline the RIF demotion and the assignment offer and choose to be separated by RIF effective COB on January 9, 2015 or COB on February 6, 2015.
- You decline the RIF demotion and the assignment offer and take another option that is available to you besides separation by RIF (such as optional retirement, if eligible).

If you accept the RIF demotion, you will still be considered a POSTPlan-impacted postmaster during the Specific RIF Notice period (October 15, 2014 until immediately prior to COB on February 6, 2015), and may apply during the Specific RIF Notice period for vacancies for which you are eligible (see FAQ No. 6 below).

If you accept the RIF demotion, you will not receive any grade/pay retention in your new position. Effective February 7, 2015, you will be placed as appropriate on the applicable Rural Carrier Evaluated Schedule. This is the case even if you have saved grade and/or pay in your current postmaster position, such as from a prior reorganization, including if you are a postmaster who was demoted by RIF effective November 5, 2011 under the DUO Program and received conditional 2 years of saved grade and indefinite saved salary thereafter. (The grade/pay retention provisions of ELM section 415.21 and associated policies—which apply only to RIF demotions of non-bargaining employees to other non-bargaining positions—will not apply to your RIF demotion.)

If you do not choose to be separated by RIF effective COB on January 9, 2015, your follow-up notifications will also include the following information with respect to the assignment offer:

- Detailed instructions on how to accept or decline the assignment offer on or before the deadline (before 5:00 p.m. EST on February 6, 2015). If you accept the assignment offer on or before the deadline, you will still be considered a POSTPlan-impacted postmaster during the Specific RIF Notice period (October 15, 2014 until immediately prior to COB on February 6, 2015), and may apply during the Specific RIF Notice period for vacancies for which you are eligible (see FAQ No. 6 below).

- Your specific pay if you accept the assignment offer. If you accept the assignment offer, you will not receive any grade/pay retention in your new position. Effective February 7, 2015 you will be placed in the appropriate step for grade level 6 on the Postal Service Schedule applicable to your offered position. This is the case even if you have grade/pay retention in your current postmaster position, such as from a prior reorganization, including if you are a postmaster who was demoted by RIF effective November 5, 2011 under the DUO Program and received conditional 2 years of saved grade and indefinite saved salary thereafter. (The grade/pay retention provisions of [ELM](#) section 415.21 and associated policies—which apply only to voluntary downgrades of impacted non-bargaining employees to other non-bargaining positions during RIF-related periods—will not apply to your assignment.)
- The daily hours and days per week you will be scheduled to work if you accept the assignment offer.

For information about veterans' preference eligibility for RIF purposes, click on the "Access eOPF" link from the "My HR" tab in LiteBlue to go to:

<https://liteblue.usps.gov/humanresources/applications/eOPF.shtml?>

and refer to FAQ No. 4 of the eOPF FAQs.

The Postal Service will determine during the beginning of the RIF avoidance period whether based on current personnel records (including, but not limited to, records relating to whether you are veterans' preference eligible for RIF purposes), you may have a right to RIF assignment to a career full-time Rural Carrier position in your office. If so, the Postal Service will on or before August 15, 2014 provide you with the following documents:

- a letter explaining the qualifications for the career full-time Rural Carrier position which you must meet to have a RIF assignment right to a career full-time Rural Carrier position in your office that is held by another employee; and
- forms which the Postal Service will use to determine whether you meet certain of the qualifications for the career full-time Rural Carrier position. You will be provided with detailed instructions on how to return your completed forms so that they are received by the Postal Service on or before the deadline (August 29, 2014).

If after August 15, 2014 but before the RIF separation effective date of COB on February 6, 2015 you submit records to the HRSSC establishing:

- for the first time to the Postal Service that you are veterans' preference eligible for RIF purposes; or
- that you have greater veterans' preference eligibility for RIF purposes than you previously established to the Postal Service,

the Postal Service will provide you with the letter and forms referred to above if the Postal Service determines that you may have a right to RIF assignment to a career full-time Rural

Carrier position in your office. You will be provided with detailed instructions on how to timely return your completed forms to the Postal Service.

Note that even if you are veterans' preference eligible for RIF purposes and meet all of the qualifications for the career full-time Rural Carrier position, you nevertheless may not have a RIF assignment right to a career full-time Rural Carrier position in your office if all such position(s) in your office are held prior to the RIF separation effective date of COB on February 6, 2015 by employee(s) who have the same type of veterans' preference eligibility status for RIF purposes as you do.

Note also that even if the Postal Service mails to you on October 15, 2014 a Specific RIF Notice of demotion (as modified by the January of 2015 follow-up notifications) to a career full-time Rural Carrier position in your office effective February 7, 2015, the Postal Service may later rescind your Specific RIF Notice of demotion and mail to you a Specific RIF Notice of separation effective no earlier than 60 days thereafter if the veterans' preference eligibility status for RIF purposes of the employee holding that career full-time Rural Carrier position changes before the RIF separation effective date of COB on February 6, 2015.

- **Specific RIF Notice of demotion and follow-up notifications – postmasters with reevaluated 6-hour per day RMPOs or PTPOs:** If:
 - you hold an EAS-15 or -16 Postmaster position;
 - your full-time office has been reevaluated to a 6-hour per day RMPO or PTPO;
 - you are veterans' preference eligible for RIF purposes; and
 - there is a career full-time Rural Carrier position (Occupation Code 2325-01XX) in your office (which is your competitive area for RIF purposes) to which you have a RIF assignment right,

your Specific RIF Notice mailed to your mailing address of record on October 15, 2014 by Certified Mail, return receipt requested, (as modified by written/verbal follow-up notifications in December of 2014 and January of 2015 if you remain a POSTPlan-impacted postmaster at those times) will notify you that you will be demoted by RIF to that Rural Carrier position effective February 7, 2015 unless you take one of the following options:

- You decline the RIF demotion and accept an assignment offer effective February 7, 2015 to one of the following positions, as applicable:
 - **If your office has been reevaluated to a 6-hour per day RMPO:** Assignment offer to the career part-time PTPM-56 Postmaster (RMPO) position that will staff your reevaluated 6-hour per day RMPO instead of the postmaster position you currently hold if you accept the assignment offer. If you vacate the postmaster position you currently hold on or before the RIF separation effective date of COB on February 6, 2015, your office will be staffed by a bargaining position (instead of a postmaster position) in accordance with the POSTPlan MOUs.

- **If your office has been reevaluated to a 6-hour per day PTPO:** Assignment offer to the career part-time PTPM-56 Postmaster (PTPO) position that will staff your reevaluated 6-hour per day PTPO instead of the postmaster position you currently hold.
- You decline the RIF demotion and the assignment offer and choose to be separated by RIF effective COB on January 9, 2015 or COB on February 6, 2015.
- You decline the RIF demotion and the assignment offer and take another option that is available to you besides separation by RIF (such as optional retirement, if eligible).

Your Specific RIF Notice and follow-up notifications will also include detailed instructions on how to accept or decline the RIF demotion and/or assignment offer on or before the deadline (before 5:00 p.m. EST on February 6, 2015). If you accept the RIF demotion or assignment offer on or before the deadline, you will still be considered a POSTPlan-impacted postmaster during the Specific RIF Notice period (October 15, 2014 until immediately prior to COB on February 6, 2015), and may apply during the Specific RIF Notice period for vacancies for which you are eligible (see FAQ No. 6 below).

If you accept the RIF demotion, you will not receive any grade/pay retention in your new position. Effective February 7, 2015, you will be placed as appropriate on the applicable Rural Carrier Evaluated Schedule. This is the case even if you have saved grade and/or pay in your current postmaster position, such as from a prior reorganization, including if you are a postmaster who was demoted by RIF effective November 5, 2011 under the DUO Program and received conditional 2 years of saved grade and indefinite saved salary thereafter. (The grade/pay retention provisions of [ELM](#) section 415.21 and associated policies—which apply only to RIF demotions of non-bargaining employees to other non-bargaining positions—will not apply to your RIF demotion.)

For information about veterans' preference eligibility for RIF purposes, click on the "Access eOPF" link from the "My HR" tab in LiteBlue to go to:

<https://liteblue.usps.gov/humanresources/applications/eOPF.shtml?>

and refer to FAQ No. 4 of the eOPF FAQs.

See the "Specific RIF Notice of demotion and follow-up notifications – postmasters with reevaluated 2- or 4-hour per day RMPOs" section of this FAQ above for additional information about RIF assignment to a career full-time Rural Carrier position, including, but not limited to, information about establishing that you meet certain qualifications for a career full-time Rural Carrier position in your office that is held by another employee.

If you accept the assignment offer, the grade/pay retention provisions of [ELM](#) section 415.21 and associated policies will not apply to your assignment. Instead, the following will apply with respect to your grade and pay (except as otherwise provided below):

- If you do not have grade and/or pay retention in your current postmaster position, you will be provided the following saved hourly pay:
 - effective February 7, 2015, your grade will be reduced to PTPM-56, but you will receive through September 30, 2016 for your paid hours the hourly rate of your annual salary that is in effect immediately preceding your downgrade; and
 - effective October 1, 2016, your hourly rate for your paid hours will be reduced to the maximum hourly rate for Rate Schedule Code F that is in effect on that date if your saved hourly rate exceeds that maximum.

- If you have grade and/or pay retention in your current postmaster position, such as from a prior reorganization, it will be terminated, and you will be provided the following saved hourly pay:
 - effective February 7, 2015, your grade will be reduced to PTPM-56, but you will receive through September 30, 2016 for your paid hours the hourly rate of your annual salary that is in effect immediately preceding your downgrade; and
 - effective October 1, 2016, your hourly rate for your paid hours will be reduced to the maximum hourly rate for Rate Schedule Code F that is in effect on that date if your saved hourly rate exceeds that maximum.

However, a different policy applies if you are a postmaster who was demoted by RIF effective November 5, 2011 under the DUO Program and received conditional 2 years of saved grade and indefinite saved salary thereafter. Effective February 7, 2015, your grade will be reduced to PTPM-56, but you will continue to indefinitely receive for your paid hours the hourly rate of your saved salary (except that in the case of assignment to a career part-time PTPM-56 Postmaster (RMPO) position, only for the period you hold that position if in September of 2016 you choose to convert to a career full-time clerk position as discussed below).

If, as applicable, you accept the assignment offer to the career part-time PTPM-56 Postmaster (RMPO) position effective February 7, 2015, the Postal Service will provide to you in the future the opportunity to convert to a career full-time bargaining position (clerk position, grade level 6, with a traditional full-time or NTFT duty assignment) that will staff your office instead of the PTPM-56 Postmaster (RMPO) position beginning in September of 2016 only if you choose to convert. (You cannot convert before that date.) If you choose not to convert, you will remain in the PTPM-56 Postmaster (RMPO) position in your office until you vacate the position, at which time it will convert to the grade level 6 clerk position.

Contact your District Manager of Post Office Operations for information about the daily hours and days per week you will be scheduled to work if you accept the assignment offer to the career part-time PTPM-56 Postmaster (RMPO) or (PTPO) position.

For information on the effect on your benefits and leave of changing from a full-time to part-time career employee, click on the "Organizational Changes" link from the "My HR" tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the “Effect on Benefits and Leave Moving to a Part-Time Career Position” section of the Organizational Change FAQs.

6. What are my options during the Specific RIF Notice period (October 15, 2014 until immediately prior to COB on January 9, 2015 or immediately prior to COB on February 6, 2015, as applicable) if I remain a POSTPlan-impacted postmaster during that period? (Updated February 2, 2015)

Note: If on or before the deadline (prior to 5:00 p.m. EST on February 6, 2015) you, as applicable:

- accept the assignment offer to the career PTF clerk position, grade level 6, effective February 7, 2015 (see FAQ No. 5 above);
- accept the assignment offer to the career full-time clerk position, grade level 6, with a NTFT duty assignment effective February 7, 2015 (see FAQ No. 5 above);
- accept the assignment offer to the career part-time PTPM-56 Postmaster (RMPO) or (PTPO) position effective February 7, 2015 (see FAQ No. 5 above); or
- accept the RIF demotion to the career full-time Rural Carrier position effective February 7, 2015 (see FAQ No. 5 above),

you will still be considered a POSTPlan-impacted postmaster during the Specific RIF Notice period, and may apply during the Specific RIF Notice period for the vacancies discussed below for which you are eligible.

- **Apply for career full-time EAS vacancies:** During the Specific RIF Notice period, you have the option of applying on a competitive basis for career full-time EAS-18 Postmaster vacancies that are posted in *eCareer* with an LAC of eligible postmasters who remain impacted by POSTPlan whose offices have been reevaluated to 2-, 4-, or 6-hour per day RMPOs or 6-hour per day PTPOs. Your application must be received in *eCareer* on or before the closing date of the vacancy announcement in order to compete for the vacancy. If your current grade is the same or higher than EAS-18, you may also request a non-competitive lateral reassignment or downgrade, as applicable, by submitting a written request to the selecting official on or before the closing date of the vacancy announcement.

In addition, you have the option during the Specific RIF Notice period of applying on a competitive basis for other career full-time EAS vacancies for which you are eligible that are posted in *eCareer*. You also have the option of requesting a non-competitive lateral reassignment or downgrade, as applicable, to a career full-time EAS vacancy for which you are eligible and which is at or below your current grade by submitting a written request to the selecting official.

Relocation benefits will be provided to you if you qualify under *Handbook F-15-A (Relocation Policy—Nonbargaining EAS, Management and Technical Pay Band, and Attorney Compensation Employees)*, which can be found at:

<http://blue.usps.gov/cpim/ftp/hand/f15a/welcome.htm>.

If you take a downgrade to a career full-time EAS position during the Specific RIF Notice period, you will not receive any grade/pay retention in your new position (except as otherwise provided below). Effective on the date of your downgrade, your grade will be reduced to that of your new position, and your salary will be reduced to the maximum salary of the grade of your new position if your salary on that date exceeds that maximum. This is the case even if you have grade and/or pay retention in your current postmaster position, such as from a prior reorganization (except as otherwise provided below). (The grade/pay retention provisions of [ELM](#) section 415.21 and associated policies will not apply to your downgrade during the Specific RIF Notice period.)

However, a different policy applies if you are a postmaster who was demoted by RIF effective November 5, 2011 under the DUO Program and received conditional 2 years of saved grade and indefinite saved salary thereafter. Effective on the date of your downgrade, your grade will be reduced to that of your new position, but you will continue to indefinitely receive your saved salary if it exceeds the maximum salary of the grade of your new position.

If you are interested in applying for career full-time EAS vacancies during the Specific RIF Notice period, click on the “Careers” section from the “My HR” tab in LiteBlue to go to:

<https://liteblue.usps.gov/humanresources/applications/eCareer.shtml>

to search for such vacancies in *eCareer*.

- **Apply for career part-time PTPM-56 Postmaster (PTPO) vacancies:** During the Specific RIF Notice period, you have the option of applying on a competitive basis, if eligible, for career part-time PTPM-56 Postmaster (PTPO) vacancies in 6-hour per day PTPOs that are posted in *eCareer* with an LAC of eligible postmasters who remain impacted by POSTPlan whose offices have been reevaluated to 2- or 4-hour per day RMPOs. Your application must be received in *eCareer* on or before the closing date of the vacancy announcement in order to compete for the vacancy. As your current grade is the same or higher than the grade of the vacant position, you may also request a non-competitive lateral reassignment or downgrade, as applicable, by submitting a written request to the selecting official on or before the closing date of the vacancy announcement.

Relocation benefits will be provided to you if you qualify under *Handbook F-15-A (Relocation Policy—Nonbargaining EAS, Management and Technical Pay Band, and Attorney Compensation Employees)*, which can be found at:

<http://blue.usps.gov/cpim/ftp/hand/f15a/welcome.htm>.

If you accept an offer to a career part-time PTPM-56 Postmaster (PTPO) position during the Specific RIF Notice period, the grade/pay retention provisions of [ELM](#) section 415.2 and associated policies will not apply to your assignment.

If you hold a PTPM-51, -52, -53, or -54 Postmaster position in a less than 6-hour per day part-time office and accept an offer to a career part-time PTPM-56 Postmaster (PTPO) position during the Specific RIF Notice period, effective on the date of your lateral reassignment you will be changed to PTPM-56 and will receive your Rate Schedule Code F hourly rate for your paid hours, including your additional paid hours (except as otherwise provided below).

If you hold an EAS-11, -13, -15, or -16 Postmaster position in a full-time office and accept an offer to a career part-time PTPM-56 Postmaster (PTPO) position during the Specific RIF Notice period, the following will apply with respect to your grade and pay (except as otherwise provided below):

- If you do not have grade and/or pay retention in your current postmaster position, you will be provided the following saved hourly pay:
 - effective on the date of your downgrade, your grade will be reduced to PTPM-56, but you will receive through September 30, 2016 for your paid hours the hourly rate of your annual salary that is in effect immediately preceding your downgrade; and
 - effective October 1, 2016, your hourly rate for your paid hours will be reduced to the maximum hourly rate for Rate Schedule Code F that is in effect on that date if your saved hourly rate exceeds that maximum.
- If you have grade and/or pay retention in your current postmaster position, such as from a prior reorganization, it will be terminated, and you will be provided the following saved hourly pay:
 - effective on the date of your downgrade, your grade will be reduced to PTPM-56, but you will receive through September 30, 2016 for your paid hours the hourly rate of your annual salary that is in effect immediately preceding your downgrade; and
 - effective October 1, 2016, your hourly rate for your paid hours will be reduced to the maximum hourly rate for Rate Schedule Code F that is in effect on that date if your saved hourly rate exceeds that maximum.

However, a different policy applies if you are a postmaster who was demoted by RIF effective November 5, 2011 under the DUO Program and received conditional 2 years of saved grade and indefinite saved salary thereafter. If you hold a PTPM-51, -52, -53, or -54 Postmaster position in a less than 6-hour per day part-time office, effective on the date of your lateral reassignment you will be changed to PTPM-56, but you will continue to indefinitely receive for your paid hours (including your additional paid hours) the hourly rate of your saved salary. If you hold an EAS-11, -13, -15, or -16 Postmaster position in a full-

time office, effective on the date of your downgrade your grade will be reduced to PTPM-56, but you will continue to indefinitely receive for your paid hours the hourly rate of your saved salary.

Contact your District Manager of Post Office Operations for information about the daily hours and days per week you will be scheduled to work if you accept an offer to a career part-time PTPM-56 Postmaster (PTPO) position.

For information on the effect on your benefits and leave of changing from a full-time to part-time career employee, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the “Effect on Benefits and Leave of Moving to a Part-Time Career Position” section of the Organizational Change FAQs.

If you are interested in applying for career part-time PTPM-56 Postmaster (PTPO) vacancies during the Specific RIF Notice period, click on the “Careers” section from the “My HR” tab in LiteBlue to go to:

<https://liteblue.usps.gov/humanresources/applications/eCareer.shtml>

to search for such vacancies in *eCareer*.

- **Take optional retirement:** If you have received a Specific RIF Notice of separation, you have the option during the Specific RIF Notice period of taking optional retirement (after declining the applicable assignment offer), if eligible. You will not be eligible for severance pay under [ELM](#) part 435.

If you have received a Specific RIF Notice of demotion to a career full-time Rural Carrier position, you have the option during the Specific RIF Notice period of taking optional retirement, if eligible. You will not be eligible for severance pay under [ELM](#) part 435.

For additional information, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the “Retirement and Separation” section of the Organizational Change FAQs.

- **Resign with or without taking DSR**
 - **If you have received a Specific RIF Notice of separation:** If you have received a Specific RIF Notice of separation, you have the option during the Specific RIF Notice period of resigning (after declining the applicable assignment offer). You will not be eligible for severance pay under [ELM](#) part 435.

In conjunction with your resignation (and declining the applicable assignment offer), you have the option of taking DSR if you meet all of the following conditions:

- you meet the age and service requirements for DSR on the effective date of your resignation; and
- after the Specific RIF Notice of separation is mailed to you on October 15, 2014 and prior to COB on the effective date of your resignation, you do not decline an offer of a position that is a reasonable offer.

For additional information, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to FAQ No. 56 and the other FAQs of the “Retirement and Separation” section of the Organizational Change FAQs.

- ***If you have received a Specific RIF Notice of demotion:*** If you have received a Specific RIF Notice of demotion to a career full-time Rural Carrier position, you have the option during the Specific RIF Notice period of resigning (after declining the RIF demotion and the applicable assignment offer). You will not be eligible for severance pay under [ELM](#) part 435.

In conjunction with your resignation (and declining the RIF demotion and the applicable assignment offer), you have the option of taking DSR if you meet all of the following conditions:

- you meet the age and service requirements for DSR on the effective date of your resignation; and
- after the Specific RIF Notice of demotion is mailed to you on October 15, 2014 and prior to COB on the effective date of your resignation, you do not decline an offer of a position that is a reasonable offer.

For additional information, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to FAQ No. 56 and the other FAQs of the “Retirement and Separation” section of the Organizational Change FAQs.

- **If you intend to take optional retirement or DSR effective immediately after the end of the Specific RIF Notice period**

- ***If you have received a Specific RIF Notice of separation:*** If you have received a Specific RIF Notice of separation and intend to either take optional retirement or be separated

by RIF and take DSR effective immediately after the end of the Specific RIF Notice period (after declining the applicable assignment offer), you should start the retirement process as soon as possible during the Specific RIF Notice period so that your retirement counseling can be scheduled in time to allow you to complete your retirement application and submit it to the HRSSC for processing sufficiently in advance of your retirement effective date.

- ***If you have received a Specific RIF Notice of demotion:*** If you have received a Specific RIF Notice of demotion to a career full-time Rural Carrier position and intend to take optional retirement or be separated by RIF and take DSR effective immediately after the end of the Specific RIF Notice period (after declining the RIF demotion and the applicable assignment offer), you should start the retirement process as soon as possible during the Specific RIF Notice period so that your retirement counseling can be scheduled in time to allow you to complete your retirement application and submit it to the HRSSC for processing sufficiently in advance of your retirement effective date.

7. If my office has been reevaluated to a 2- or 4-hour per day RMPO and I have received a Specific RIF Notice of separation, what options do I have on the assignment effective date (February 7, 2015) and the RIF separation effective date (COB on January 9, 2015 or COB on February 6, 2015, as applicable)? (Updated February 2, 2015)

If you have not obtained another position or retired or resigned during the Specific RIF Notice period, you have the following options:

- **Accept assignment offer effective February 7, 2015:** You have the option of accepting the assignment offer effective February 7, 2015 to, as applicable, the career PTF clerk position, grade level 6, or career full-time clerk position, grade level 6, with a NTFT duty assignment with the grade and pay as discussed in FAQ No. 5 above.
- **Take optional retirement effective January 9 or February 6, 2015:** You have the option of taking optional retirement effective January 9 or February 6, 2015, if eligible (after declining the applicable assignment offer). You will not be eligible for severance pay under [ELM](#) part 435.

If you simultaneously are eligible for optional retirement and DSR (see the “Be separated by RIF effective COB on January 9 or February 6, 2015 with or without taking DSR” section of this FAQ below), you can choose which one you will take. However, some of your rights may be different if you take DSR rather than optional retirement. For additional information, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to FAQ No. 56 of the “Retirement and Separation” section of the Organizational Change FAQs.

For additional information, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the “Retirement and Separation” section of the Organizational Change FAQs.

- **Take optional retirement effective after February 6, 2015:** If on February 6, 2015:
 - you will be eligible for optional retirement (including Minimum Retirement Age +10 retirement (MRA+10 retirement) (a type of optional retirement for employees covered by the Federal Employees’ Retirement System (FERS))); but
 - will not meet the minimum enrollment/coverage requirement for continuing FEHB coverage into retirement,

you have the option (after declining the applicable assignment offer) of requesting that the Postal Service permit you to use your annual leave (if any, and if of a sufficient amount) to remain on the Postal Service’s rolls in an annual leave status past COB on February 6, 2015 in order to meet the FEHB minimum enrollment/coverage requirement. Your optional retirement will then be effective on the date on which you first meet the FEHB minimum enrollment/coverage requirement. (See FAQ No. 19 below.)

If on February 6, 2015:

- you will meet the minimum enrollment/coverage requirement for continuing FEHB coverage into retirement; but
- you will not meet the age and/or service requirements for MRA+10 retirement,

you have the option (after declining the applicable assignment offer) of requesting that the Postal Service permit you to use your annual leave (if any, and if of a sufficient amount) to remain on the Postal Service’s rolls in an annual leave status past COB on February 6, 2015 in order to meet the MRA+10 retirement age and/or service requirements. Your MRA+10 retirement will then be effective on the date on which you first meet the MRA+10 retirement age and/or service requirements.

If on February 6, 2015:

- you will not meet the minimum enrollment/coverage requirement for continuing FEHB coverage into retirement; and
- you will not meet the age and/or service requirements for MRA+10 retirement,

you have the option (after declining the applicable assignment offer) of requesting that the Postal Service permit you to use your annual leave (if any, and if of a sufficient amount) to remain on the Postal Service’s rolls in an annual leave status past COB on February 6, 2015 in order to meet both the FEHB minimum enrollment/coverage requirement and MRA+10

retirement age and/or service requirements. Your MRA+10 retirement will then be effective on the date on which you first meet both the FEHB minimum enrollment/coverage requirement and MRA+10 retirement age and/or service requirements. If you have sufficient annual leave to meet only the MRA+10 retirement age and/or service requirements but not the FEHB minimum enrollment/coverage requirement, then your MRA+10 retirement will be effective on the date you first meet the MRA+10 retirement age and/or service requirements. (See FAQ No. 19 below.)

Note that you are not eligible for any Postal Service vacancy during the period you remain on the Postal Service's rolls in an annual leave status past COB on February 6, 2015 in order to meet the FEHB minimum enrollment/coverage requirement and/or MRA+10 retirement age and/or service requirements.

If you take optional retirement effective after February 6, 2015, you will not be eligible for severance pay under [ELM](#) part 435.

If you wish to request that the Postal Service permit you to use your annual leave to remain on the Postal Service's rolls in an annual leave status past COB on February 6, 2015 in order to meet the FEHB minimum enrollment/coverage requirement and/or MRA+10 retirement age and/or service requirements, contact your local human resources office as soon as possible.

For additional information, click on the "Organizational Changes" link from the "My HR" tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to FAQ No. 55 and the other FAQs of the "Retirement and Separation" section of the Organizational Change FAQs.

- **Be separated by RIF effective COB on January 9 or February 6, 2015 with or without taking DSR:** You have the option of being separated by RIF effective COB on January 9 or February 6, 2015 (after declining the applicable assignment offer).

If you are eligible for an immediate retirement annuity (usually one that commences within 30 days after the effective date of your separation), you will not be eligible for severance pay under [ELM](#) part 435.

If you are not eligible for an immediate retirement annuity, you will be eligible for severance pay under [ELM](#) part 435 if you meet all of the other conditions set forth in that provision at:

<http://about.usps.com/manuals/elm/elmc4.pdf>

Note that you will not be eligible for severance pay if after the Specific RIF Notice of separation is mailed to you on October 15, 2014 and prior to COB on January 9 or February 6, 2015, as applicable, you decline an offer of a Postal Service position or other federal position that meets all of the following conditions:

- is another career (or equivalent) position;
 - is in your current commuting area (50-mile radius surrounding your current office); and
 - is of like pay as your current postmaster position.
- **Assignment offer to PTF clerk position:** If on or before January 9, 2015 you have not been notified of the specific office and work schedule of your assignment offer to the career PTF clerk position, grade level 6, if applicable, you will not be considered as having been offered a position of like pay in your current commuting area because you will not have received a complete offer of another position as of that date. (All postmasters were notified after January 9, 2015 of the specific office and work schedule of the assignment offer to the PTF clerk position, if applicable.)

If:

- you currently hold a career full-time EAS-11, -13, -15, or -16 Postmaster position;
- you are notified after January 9, 2015 of the specific office and work schedule of your assignment offer to the career PTF clerk position, grade level 6, if applicable; and
- your assignment offer is in your current commuting area,

your declination of the assignment offer will not disqualify you from eligibility for severance pay because it is not of like pay as your current position.

If:

- you currently hold a career part-time postmaster position;
- you are notified after January 9, 2015 of the specific office and work schedule of your assignment offer to the career PTF clerk position, grade level 6, if applicable; and
- your assignment offer is in your current commuting area,

contact Scott J. Davis, Headquarters Director, Executive Compensation and Compliance (SCOTT.J.DAVIS@USPS.GOV), for information as to whether your declination of the assignment offer will disqualify you from eligibility for severance pay because it is not of like pay as your current position.

- **Assignment offer to full-time clerk position with NTFT duty assignment:** If on or before January 9, 2015 you have not been notified of the specific office and work schedule of your assignment offer to the career full-time clerk position,

grade level 6, with a NTFT duty assignment, if applicable, you will not be considered as having been offered a position of like pay in your current commuting area because you will not have received a complete offer of another position as of that date. (All postmasters were notified after January 9, 2015 of the specific office and work schedule of the assignment offer to the full-time clerk position with a NTFT duty assignment, if applicable.)

If:

- you are notified after January 9, 2015 of the specific office and work schedule of your assignment offer to the career full-time clerk position, grade level 6, with a NTFT duty assignment, if applicable; and
- your assignment offer is in your current commuting area,

contact Scott J. Davis, Headquarters Director, Executive Compensation and Compliance (SCOTT.J.DAVIS@USPS.GOV), for information as to whether your declination of the assignment offer will disqualify you from eligibility for severance pay because it is not of like pay as your current position.

In conjunction with being separated by RIF (after declining the applicable assignment offer), you have the option of taking DSR if you meet all of the following conditions:

- you meet the age and service requirements for DSR on January 9 or February 6, 2015, as applicable; and
- after the Specific RIF Notice of separation is mailed to you on October 15, 2014 and prior to COB on January 9 or February 6, 2015, as applicable, you do not decline an offer of a position that is a reasonable offer.
 - **Assignment offer to PTF clerk position:** If on or before January 9, 2015 you have not been notified of the specific office and work schedule of your assignment offer to the career PTF clerk position, grade level 6, if applicable, you will not be considered as having been offered a reasonable offer because you will not have received a complete offer of another position as of that date. (All postmasters were notified after January 9, 2015 of the specific office and work schedule of the assignment offer to the PTF clerk position, if applicable.)

If:

- you currently hold a career full-time EAS-11, -13, -15, or -16 Postmaster position;
- you are notified after January 9, 2015 of the specific office and work schedule of your assignment offer to the career PTF clerk position, grade level 6, if applicable; and
- your assignment offer is in your current commuting area,

your declination of the assignment offer will not disqualify you from eligibility for DSR because it is not a reasonable offer.

If:

- you currently hold a career part-time postmaster position;
- you are notified after January 9, 2015 of the specific office and work schedule of your assignment offer to the career PTF clerk position, grade level 6, if applicable; and
- your assignment offer is in your current commuting area,

contact the HRSSC at 1.877.477.3273, option 5, for information as to whether your declination of the assignment offer will disqualify you from eligibility for DSR because it is a reasonable offer.

- **Assignment offer to full-time clerk position with NTFT duty assignment:** If on or before January 9, 2015 you have not been notified of the specific office and work schedule of your assignment offer to the career full-time clerk position, grade level 6, with a NTFT duty assignment, if applicable, you will not be considered as having been offered a position of like pay in your current commuting area because you will not have received a complete offer of another position as of that date. (All postmasters were notified after January 9, 2015 of the specific office and work schedule of the assignment offer to the full-time clerk position with a NTFT duty assignment, if applicable.)

If:

- you are notified after January 9, 2015 of the specific office and work schedule of your assignment offer to the career full-time clerk position, grade level 6, with a NTFT duty assignment, if applicable; and
- your assignment offer is in your current commuting area,

contact the HRSSC at 1.877.477.3273, option 5, for information as to whether your declination of the assignment offer will disqualify you from eligibility for DSR because it is a reasonable offer.

If you take DSR in conjunction with being separated by RIF, you will not be eligible for severance pay under [ELM](#) part 435.

For additional information, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to FAQ No. 56 and the other FAQs of the “Retirement and Separation” section of the Organizational Change FAQs.

If you simultaneously are eligible for DSR and optional retirement (see the “Take optional retirement effective on January 9 or February 6, 2015” section of this FAQ above), you can choose which one you will take. However, some of your rights may be different if you take DSR rather than optional retirement. For additional information, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to FAQ No. 56 of the “Retirement and Separation” section of the Organizational Change FAQs.

- **Be separated by RIF effective after COB on February 6, 2015 with taking DSR:** If on February 6, 2015:

- you will meet the age and service requirements for DSR; but
- you will not meet the minimum enrollment/coverage requirement for continuing FEHB coverage into retirement; and
- since the Specific RIF Notice of separation was mailed to you on October 15, 2014, you have not declined an offer of a position that is a reasonable offer,

you have the option (after declining the applicable assignment offer) of requesting that the Postal Service permit you to use your annual leave (if any, and if of a sufficient amount) to remain on the Postal Service’s rolls in an annual leave status past COB on February 6, 2015 in order to meet the FEHB minimum enrollment/coverage requirement. You will then be separated by RIF effective COB on the date on which you first meet the FEHB minimum enrollment/coverage requirement.

If on February 6, 2015:

- you will meet the minimum enrollment/coverage requirement for continuing FEHB coverage into retirement; but
- you will not meet the age and/or service requirements for DSR; and
- since the Specific RIF Notice of separation was mailed to you on October 15, 2014, you have not declined an offer of a position that is a reasonable offer,

you have the option (after declining the applicable assignment offer) of requesting that the Postal Service permit you to use your annual leave to remain on the Postal Service’s rolls in an annual leave status past COB on February 6, 2015 in order to meet the DSR age and/or service requirements. You will then be separated by RIF effective COB on the date on which you first meet the DSR age and/or service requirements.

If on February 6, 2015:

- you will not meet the minimum enrollment/coverage requirement for continuing FEHB coverage into retirement; and
- you will not meet the age and/or service requirements for DSR; and
- since the Specific RIF Notice of separation was mailed to you on October 15, 2014, you have not declined an offer of a position that is a reasonable offer,

you have the option (after declining the applicable assignment offer) of requesting that the Postal Service permit you to use your annual leave (if any, and if of a sufficient amount) to remain on the Postal Service's rolls in an annual leave status past COB on February 6, 2015 in order to meet both the FEHB minimum enrollment/coverage requirement and DSR age and/or service requirements. You will then be separated by RIF effective COB on the date on which you first meet both the FEHB minimum enrollment/coverage requirement and DSR age and/or service requirements. If you have sufficient annual leave to meet only the DSR age and/or service requirements but not the FEHB minimum enrollment/coverage requirement, then you will be separated by RIF effective COB on the date on which you first meet the DSR age and/or service requirements. (See FAQ No. 19 below.)

Note that you are not eligible for any Postal Service vacancy during the period you remain on the Postal Service's rolls in an annual leave status past COB on February 6, 2015 in order to meet the FEHB minimum enrollment/coverage requirement and/or DSR age and/or service requirements.

If you take DSR in conjunction with being separated by RIF, you will not be eligible for severance pay under [ELM](#) part 435.

If you wish to request that the Postal Service permit you to use your annual leave to remain on the Postal Service's rolls in an annual leave status past COB on February 6, 2015 in order to meet the FEHB minimum enrollment/coverage requirement and/or DSR age and/or service requirements, contact your local human resources office as soon as possible.

For additional information, click on the "Organizational Changes" link from the "My HR" tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to FAQ No. 56 and the other FAQs of the "Retirement and Separation" section of the Organizational Change FAQs.

8. If my office has been reevaluated to a 6-hour per day RMPO or PTPO and I have received a Specific RIF Notice of separation, what options do I have on the assignment effective date (February 7, 2015) and the RIF separation effective date (COB on January 9, 2015 or COB on February 6, 2015, as applicable)? (Updated February 2, 2015)

If you have not obtained another position or retired or resigned during the Specific RIF Notice period, you have the following options:

- **Assignment effective date:** You have the option of accepting the assignment offer effective February 7, 2015 to the career part-time PTPM-56 Postmaster (RMPO) or (PTPO) position in your office, as applicable, with the grade and pay as discussed in FAQ. No. 5 above.
- **RIF separation effective date:** If you decline the applicable assignment offer, you have the same options on and after the RIF separation effective date of COB on January 9 or February 6, 2015, as applicable, as if your office had been reevaluated to a 2- or 4-hour per day RMPO and you had received a Specific RIF Notice of separation (except for the option of accepting an assignment offer to a career PTF clerk position, grade level 6, or career full-time clerk position, grade level 6, with a NTFT duty assignment) (see FAQ No. 7 above). Note the following:
 - **Eligibility for severance pay:** Your declination of the applicable assignment offer will disqualify you from eligibility for severance pay under ELM part 435 because it is of like pay as your current position only if you meet all of the following conditions:
 - you currently hold a career part-time postmaster position; and
 - the offered career part-time PTPM-56 Postmaster (RMPO) or (PTPO) position, as applicable, has at least the same number of hours as your current position.
 - **Eligibility for DSR:** Your declination of the applicable assignment offer will disqualify you from eligibility for DSR because it is a reasonable offer only if you meet all of the following conditions:
 - you currently hold a career part-time postmaster position; and
 - the offered career part-time PTPM-56 Postmaster (RMPO) or (PTPO) position, as applicable, has at least the same work schedule (i.e., at least the same number of hours) as your current position.

9. **If my office has been reevaluated to a 2- or 4-hour per day RMPO and I have received a Specific RIF Notice of demotion to a career full-time Rural Carrier position in my office, what options do I have on the RIF demotion effective date (February 7, 2015), the assignment effective date (February 7, 2015), and the RIF separation effective date (COB on January 9, 2015 or COB on February 7, 2015, as applicable)? (Updated February 2, 2015)**

If you have not obtained another position or retired or resigned during the Specific RIF Notice period, you have the following options:

- **RIF demotion effective date:** You have the option of accepting demotion by RIF effective February 7, 2015 to the career full-time Rural Carrier position in your office with the grade and pay as discussed in FAQ No. 5 above.
- **Assignment effective date:** If you decline the RIF demotion, you have the option of accepting the assignment offer effective February 7, 2015 to the career PTF clerk position, grade level 6, or career full-time clerk position, grade level 6, with a NTFT duty assignment, as applicable, with the grade and pay as discussed in FAQ No. 5 above.
- **RIF separation effective date:** If you decline the RIF demotion and applicable assignment offer, you have the same options on and after the RIF separation effective date of COB on January 9 or February 6, 2015, as applicable, as if your office had been reevaluated to a 2- or 4-hour per day RMPO and you had received a Specific RIF Notice of separation (see FAQ No. 7 above). Note the following:
 - **Eligibility for severance pay**
 - **Declination of RIF demotion:** Your declination of the RIF demotion will not disqualify you from eligibility for severance pay under ELM part 435 because it is not of like pay as your current position.
 - **Declination of assignment offer:** See FAQ No. 7 above.
 - **Eligibility for DSR**
 - **Declination of RIF demotion:** Your declination of the RIF demotion will not disqualify you from eligibility for DSR because it is not a reasonable offer.
 - **Declination of assignment offer:** See FAQ No. 7 above.

10. If my office has been reevaluated to a 6-hour per day RMPO or PTPO and I have received a Specific RIF Notice of demotion to a career full-time Rural Carrier position in my office, what options do I have on the RIF demotion effective date (February 7, 2015), the assignment effective date (February 7, 2015), and the RIF separation effective date (COB on January 9, 2015 or COB on February 6, 2015, as applicable)? (Updated February 2, 2015)

If you have not obtained another position or retired or resigned during the Specific RIF Notice period, you have the following options:

- **RIF demotion effective date:** You have the option of accepting demotion by RIF effective February 7, 2015 to the career full-time Rural Carrier position in your office with the grade and pay as discussed in FAQ No. 5 above.
- **Assignment effective date:** If you decline the RIF demotion, you have the option of accepting the assignment offer effective February 7, 2015 to the career part-time PTPM-56 Postmaster (RMPO) or (PTPO) position, as applicable, with the grade and pay as discussed in FAQ No. 5 above.
- **RIF separation effective date:** If you decline the RIF demotion and applicable assignment offer, you have the same options on and after the RIF separation effective date of COB on January 9 or February 6, 2015, as applicable, as if your office had been reevaluated to a 2- or 4-hour per day RMPO and you had received a Specific RIF Notice of separation (except for the option of accepting an assignment offer to a career PTF clerk position, grade level 6, or career full-time clerk position, grade level 6, with a NTFT duty assignment) (see FAQ No. 7 above). Note the following:
 - **Eligibility for severance pay**
 - **Declination of RIF demotion:** Your declination of the RIF demotion will not disqualify you from eligibility for severance pay under [ELM](#) part 435 because it is not of like pay as your current position.
 - **Declination of assignment offer:** Your declination of the applicable assignment offer will not disqualify you from eligibility for severance pay under [ELM](#) part 435 because it is not a reasonable offer.
 - **Eligibility for DSR**
 - **Declination of RIF demotion:** Your declination of the RIF demotion will not disqualify you from eligibility for DSR because it is not a reasonable offer.
 - **Declination of assignment offer:** Your declination of the applicable assignment offer will not disqualify you from eligibility for DSR because it is not a reasonable offer.

11. If my office has been upgraded to an EAS-18 office and I do not obtain another position or retire or resign, what will occur and when? (Updated February 2, 2015)

Effective October 4, 2014, you will be promoted (or laterally reassigned if you currently have saved grade at EAS-18) to the EAS-18 Postmaster position in your office and if you are promoted, you will receive an increase in your basic salary as provided in [ELM](#) section 413.3 at:

<http://about.usps.com/manuals/elm/elmc4.pdf>.

12. I formerly was a POStPlan-impacted postmaster who accepted assignment to my current career part-time PTPM-55 Postmaster (RMPO) or (PTPO) position in an office that was reevaluated to a 6-hour per day RMPO or PTPO under POStPlan. Am I eligible to apply competitively for the career full-time EAS vacancies with an LAC referred to in FAQ No. 4 above? (Updated July 18, 2014)

Yes.

13. I formerly held an EAS-11, -13, -15, or -16 Postmaster position and effective prior to the RIF separation date of COB on February 6, 2015, I accepted a downgrade to my current career part-time PTPM-55/-56 Postmaster (RMPO) or (PTPO) position in an office that was reevaluated to a 6-hour per day RMPO or PTPO under POStPlan. I was not previously demoted by RIF under the DUO Program. My grade was reduced to PTPM-55/-56 on the effective date of my downgrade, but since that effective date I have received for my paid hours the hourly rate of my prior annual salary. How long will that pay retention continue for? (Updated December 18, 2014)

If you remain in your current position:

- you will continue to receive through September 30, 2016 for your paid hours the hourly rate of your prior annual salary; and
- effective October 1, 2016, your hourly rate for your paid hours will be reduced to the maximum hourly rate for Rate Schedule Code F that is in effect on that date if your saved hourly rate exceeds that maximum.

This is the case even if you had grade and/or pay retention in your former EAS-11, -13, -15, or -16 Postmaster position, such as from a prior reorganization (other than the DUO Program). (The grade/pay retention provisions of [ELM](#) section 415.21 and associated policies do not apply to your downgrade.)

- 14. I was demoted by RIF effective November 5, 2011 under the DUO Program to an EAS-11, -13, -15, or -16 Postmaster position, but received 2 years of conditional saved grade and indefinite saved salary thereafter. After the expiration of my conditional 2 years of saved grade and effective prior to the RIF separation date of COB on February 6, 2015, I accepted a downgrade to my current career part-time PTPM-55/-56 Postmaster (RMPO) or (PTPO) position in an office that was reevaluated to a 6-hour per day RMPO or PTPO under POSTPlan. My grade was reduced to PTPM-55/-56 on the effective date of my downgrade, but since that effective date I have received for my paid hours the hourly rate of my saved salary. How long will that pay retention continue for? (Updated February 2, 2015)**

If you remain in your current position, you will continue to indefinitely receive for your paid hours the hourly rate of your saved salary. (Note that your pay retention will terminate if, as applicable, you choose to convert in September of 2016 from a career part-time PTPM-56 Postmaster (RMPO) position to a career full-time bargaining position (clerk position, grade level 6, with a traditional full-time or NTFT duty assignment) (see FAQ No. 1 above).)

- 15. I was demoted by RIF effective November 5, 2011 under the DUO Program to a part-time PTPM-51, -52, -53, 54, or -55 postmaster position, but received 2 years of conditional saved grade and indefinite saved salary thereafter in the form of the hourly rate of my saved salary for my paid hours. After the expiration of my conditional 2 years of saved grade and effective prior to the RIF separation date of COB on February 6, 2015, I accepted a lateral reassignment to my current career part-time PTPM-55/-56 Postmaster (RMPO) or (PTPO) position in an office that was reevaluated to a 6-hour per day RMPO or PTPO under POSTPlan. Since the effective date of my lateral reassignment, I have continued to receive for my paid hours the hourly rate of my saved salary. How long will that pay retention continue for? (Updated February 2, 2015)**

If you remain in your current position, you will continue to indefinitely receive for your paid hours the hourly rate of your saved salary. (Note that your pay retention will terminate if, as applicable, you choose to convert in September of 2016 from a career part-time PTPM-56 Postmaster (RMPO) position to a career full-time bargaining position (clerk position, grade level 6, with a traditional full-time or NTFT duty assignment) (see FAQ No. 1 above).)

- 16. I formerly was a POSTPlan-impacted postmaster who accepted assignment to my current career part-time PTPM-55 Postmaster (RMPO) or (PTPO) position in an office that was reevaluated to a 6-hour per day RMPO or PTPO. Will I be mailed a PS Form 50 (Notification of Personnel Action) reassigning me to the PTPM-56 Postmaster (RMPO) or (PTPO) position? (Updated October 24, 2014)**

Yes.

17. What do I need to know about making deposits and redeposits for prior civilian service and post-1956 military service for VER, optional retirement, and DSR purposes?

If you have not made a deposit or redeposit for your prior civilian service or post-1956 military service but nevertheless are eligible for VER, optional retirement, or DSR on one of the dates referred to in the FAQs above, contact the HRSSC at 1.877.477.3273, option 5, as soon as possible to complete the pay back process while you are still on the Postal Service's rolls in order to have that prior service used in your retirement annuity calculation. Also contact the HRSSC as soon as possible for information as to whether making a deposit or redeposit for your prior civilian service or post-1956 military service will enable you to meet the service requirements for eligibility for VER, optional retirement, or DSR on one of the dates referred to in the FAQs above.

Note that in all cases, you must pay in full prior to the effective date of your separation from the Postal Service any deposit for prior post-1956 military service.

For additional information, click on the "Organizational Changes" link from the "My HR" tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the "Retirement and Separation" section of the Organizational Change FAQs.

18. What do I need to know about deferred retirement? (Updated December 18, 2014)

If you are covered by CSRS or CSRS-Offset and are not eligible for an immediate retirement annuity (usually one that commences within 30 days after the effective date of your separation), you may later become eligible after separation for a deferred retirement annuity commencing at age 62.

If you are covered by FERS and are not eligible for an immediate retirement annuity, you may later become eligible after separation for a deferred retirement annuity commencing at your minimum retirement age (MRA) or at age 62.

Note that you must pay in full prior to the effective date of your separation from the Postal Service any deposit for prior post-1956 military service that you wish to be treated as creditable service for the purposes of a deferred retirement annuity.

For additional information, click on the "Organizational Changes" link from the "My HR" tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the "Retirement and Separation" section of the Organizational Change FAQs.

19. What do I need to know about FEHB and FEGLI coverage? (Updated February 2, 2015)

- **If you take VER or optional retirement under the 2014 POSTPlan Special Incentive Offer effective September 30, 2014 during the RIF avoidance period:** Normally, you must meet the following requirement in order to continue FEHB coverage into retirement if you are entitled to retire on an immediate annuity (usually one that commences within 30 days after the effective date of your separation):
 - you have had continuous FEHB enrollment and/or coverage as a family member during your 5 years of service immediately preceding the date your retirement annuity commences; or
 - you have had continuous FEHB enrollment and/or coverage as a family member since you first had an opportunity to enroll in FEHB or be covered as a family member, if less than 5 years.

If you take VER or optional retirement under the 2014 POSTPlan Special Incentive Offer effective September 30, 2014 during the RIF avoidance period but you do not meet the FEHB minimum enrollment/coverage requirement, you have the following options for otherwise continuing FEHB coverage into retirement, as eligible:

- You are eligible for a pre-approved waiver of the FEHB minimum enrollment/coverage requirement if you have had continuous FEHB enrollment and/or coverage as a family member since June 30, 2014. If you are eligible for this pre-approved waiver, the Postal Service will attach a statement to your retirement application indicating that you are eligible (i.e., you do not have to apply to OPM for this pre-approved waiver).
- If you are not eligible for a pre-approved waiver, you may apply directly to OPM for a waiver of the FEHB minimum enrollment/coverage requirement (which OPM may or may not grant after reviewing the evidence you submit in support of your request), which you should do as soon as possible prior to your retirement effective date.

For additional information, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the “Federal Employees Health Benefits (FEHB)” section of the Organizational Change FAQs.

For information on continuing Federal Employees’ Group Life Insurance (FEGLI) coverage into retirement, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the “Federal Employees’ Group Life Insurance (FEGLI)” section of the Organizational Change FAQs.

- **If you take optional retirement effective after September 30, 2014 during the RIF avoidance period or optional retirement or DSR effective during or after the Specific RIF Notice period:** If you take optional retirement effective after September 30, 2014 during the RIF avoidance period or optional retirement or DSR effective during or after the Specific RIF Notice period but do not meet the FEHB minimum enrollment/coverage requirement, you have the following options for otherwise continuing FEHB coverage into retirement, as eligible:
 - You have the option of applying directly to OPM for a waiver of the FEHB minimum enrollment/coverage requirement (which OPM may or may not grant after reviewing the evidence you submit in support of your request), which you should do as soon as possible prior to your retirement effective date. (Note that you will not be eligible for the pre-approved waiver discussed in the “If you take VER or optional retirement under the 2014 POSTPlan Special Incentive Offer effective September 30, 2014 during the RIF avoidance period” section of this FAQ above available to eligible postmasters who take VER or optional retirement under the 2014 POSTPlan Special Incentive Offer effective September 30, 2014 during the RIF avoidance period.)
 - You have the option of requesting that the Postal Service permit you to use your annual leave (if any, and if of a sufficient amount) to remain on the Postal Service’s rolls in an annual leave status past COB on February 6, 2015 in order to meet the FEHB minimum enrollment/coverage requirement.

If you are taking optional retirement, it will then be effective on the date on which you first meet the FEHB minimum enrollment/coverage requirement, unless the Postal Service has permitted you to continue to use your annual leave (if sufficient) to remain on the Postal Service’s rolls in an annual leave status in order to meet the age and/or service requirements for MRA+10 retirement (see FAQ Nos. 7-10 above).

If you are taking DSR, you will then be separated by RIF effective COB on the date on which you first meet the FEHB minimum coverage/enrollment requirement, unless the Postal Service permits you to continue to use your annual leave (if sufficient) to remain on the Postal Service’s rolls in an annual leave status in order to meet the age and/or service requirements for DSR (see FAQ Nos. 7-10 above).

Note that you are not eligible for any Postal Service vacancy during the period you remain on the Postal Service’s rolls in an annual leave status past COB on February 6, 2015 in order to meet the FEHB minimum enrollment/coverage requirement and/or the MRA+10 retirement age and/or service requirements and/or the DSR age/and or service requirements.

If you wish to request that the Postal Service permit you to use your annual leave to remain on the Postal Service’s rolls in an annual leave status past COB on February 6, 2015 in order to meet the FEHB minimum enrollment/coverage requirement and/or the MRA+10 retirement age and/or service requirements and/or the DSR age

and/or service requirements, contact your local human resources office as soon as possible.

For additional information, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the “Federal Employees Health Benefits (FEHB)” section and FAQ Nos. 55 and 56 of the “Retirement and Separation” section of the Organizational Change FAQs.

For information on continuing FEGLI coverage into retirement, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the “Federal Employees’ Group Life Insurance (FEGLI)” section of the Organizational Change FAQs.

- **Other:** If you are not eligible for VER, optional retirement, or DSR during the RIF avoidance period or during or after the Specific RIF Notice period (including if you later become eligible for deferred retirement), or if you are but you do not meet the requirements for continuing FEHB or FEGLI coverage into retirement, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml

and refer to the “Federal Employees Health Benefits (FEHB)” section and the “Federal Employees’ Group Life Insurance (FEGLI)” section of the Organizational Change FAQs.

20. Can I apply for unemployment compensation if my pay is reduced or I am separated from the Postal Service? (Updated July 18, 2014)

You have the option of applying for unemployment compensation in the appropriate state or other jurisdiction. The applicable laws and regulations of that state or other jurisdiction will then determine whether you are eligible to receive unemployment compensation. Contact the appropriate state’s or other jurisdiction’s unemployment office for further information.

21. Following my retirement, can I be reemployed in a non-career PMR-51 Postmaster Relief (RMPO) position in a 2-hour per day RMPO? (Updated October 24, 2014)

If you take VER, optional retirement, or DSR during the RIF avoidance period or during or after the Specific RIF Notice period, as applicable, the Postal Service may later non-competitively reemploy you on a limited basis in a non-career PMR-51 Postmaster Relief (RMPO) position in a 2-hour per day RMPO, and you will continue to receive your full basic retirement annuity while receiving the full pay of that position (currently \$11.76 per hour) if all the conditions set forth in section 234.73 of *Handbook EL-312 (Employment and Placement)* at:

<http://about.usps.com/handbooks/el312/welcome.htm>

are met. However, under certain conditions, the Social Security Administration will reduce your Social Security retirement benefits, if any, and OPM will reduce your FERS Annuity Supplement, if any. If you took VER or optional retirement under the 2014 POSTPlan Special Incentive Offer during the RIF avoidance period, you will not be required to repay to the Postal Service any of the incentive payment you receive.

If you decide prior to your retirement that you would like the Postal Service to consider you after you retire for non-competitive reemployment in a PMR-51 Postmaster Relief (RMPO) position in a 2-hour per day RMPO under section 234.73 of *Handbook EL-312 (Employment and Placement)*, notify the appropriate District Manager(s) of Human Resources of the RMPO(s) in which you are interested in such reemployment. If you make that decision after you retire, notify the appropriate District Manager(s) of Human Resources of that information.

For additional information, refer to the following:

- information on the Social Security Administration’s website (<http://www.ssa.gov/>), including, but not limited to, the following:
 - the “What You Need to Know When You Get Retirement or Survivor Benefits” pamphlet at

<http://www.ssa.gov/pubs/EN-05-10077.pdf>;
 - the “How Work Affects Your Benefits” pamphlet at:

<http://www.ssa.gov/retirement/retirement.htm>; and
 - the *Social Security Handbook* at:

http://www.socialsecurity.gov/OP_Home/handbook/handbook.html; and
- information on OPM’s website (www.opm.gov), including, but not limited to, the “Information for FERS Annuitants” pamphlet at:

<http://www.opm.gov/retirement-services/publications-forms/pamphlets/ri90-8.pdf>.

21. If I am separating from the Postal Service, where can I find information on other relevant topics?

For information on the following topics if you are separating from the Postal Service, click on the “Organizational Changes” link from the “My HR” tab in LiteBlue to go to:

https://liteblue.usps.gov/humanresources/organizationalchanges/oc_home.shtml.

- Social Security;

- Medicare;
- the Federal Employees Dental and Vision Insurance Program;
- the Federal Employees Long Term Care Insurance Program;
- the Thrift Savings Plan;
- the Flexible Spending Accounts program;
- the Commuter Program; and
- leave.