

COLUMN 17

		Sat	Mon	Tue	Wed	Thu	Fri	
<b>COLUMN 17- WEEK ONE</b>	<b>TIME</b>	<b>02/07/15</b>	<b>02/09/15</b>	<b>02/10/15</b>	<b>02/11/15</b>	<b>02/12/15</b>	<b>02/13/15</b>	
Safety Talks- Credit twice if repeated for relief	<b>ACTUAL</b>							
Service Talks- Credit twice if repeated for relief	<b>ACTUAL</b>							
Additional trip for 3M mail if extra trip required	<b>ACTUAL</b>							
Answering customer questions – phone-counter	<b>ACTUAL</b>							
Business reply to designated location	<b>ACTUAL</b>							
CFS/Throwback/FWD trip if separate	<b>ACTUAL</b>							
Changes to edit book	<b>ACTUAL</b>							
Collected mail into more than 2 separations	<b>ACTUAL</b>							
Collection boxes	<b>ACTUAL</b>							
Elevators, stairs, unlocking doors, etc	<b>ACTUAL</b>							
Filing PS Form 3575- if required	<b>ACTUAL</b>							
Hold mail location if not at case	<b>ACTUAL</b>							
Keys, gates, etc in gated communities	<b>ACTUAL</b>							
Non L carrier to buy stamps at intermediate office	<b>ACTUAL</b>							
Non personnel unit	<b>ACTUAL</b>							
Notice left parcels on proper shelf	<b>ACTUAL</b>							
Obtaining arrow key when no other accountables	<b>ACTUAL</b>							
Office close up if required	<b>ACTUAL</b>							
Reloading satchel – if used	<b>ACTUAL</b>							
Throwback-CFS- case	<b>ACTUAL</b>							
DPS Rifling- including MHTS errors	<b>ACTUAL</b>							
Return trip to accountable cage	<b>ACTUAL</b>							
Premium Forwarding Service	<b>ACTUAL</b>							
<b>50 ft proximity-round trip -time beyond 50 ft</b>								
***Parcel retrieval	<b>ACTUAL</b>							
***Accountable retrieval	<b>ACTUAL</b>							
***DPS retrieval	<b>ACTUAL</b>							
Scanner-Scans review upon return of route	<b>ACTUAL</b>							
Train Crossings	<b>ACTUAL</b>							
Changing NDCBU locks if required and not paid on 8127	<b>ACTUAL</b>							

COLUMN 17

		Sat	Mon	Tue	Wed	Thu	Fri	
<b>COLUMN 17- WEEK TWO</b>		<b>02/14/15</b>	<b>02/16/15</b>	<b>02/17/15</b>	<b>02/18/15</b>	<b>02/19/15</b>	<b>02/20/15</b>	
Safety Talks- Credit twice if repeated for relief	<b>ACTUAL</b>							
Service Talks- Credit twice if repeated for relief	<b>ACTUAL</b>							
Additional trip for 3M mail if extra trip required	<b>ACTUAL</b>							
Answering customer questions – phone-counter	<b>ACTUAL</b>							
Business reply to designated location	<b>ACTUAL</b>							
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***Parcel retrieval	<b>ACTUAL</b>							
***Accountable retrieval	<b>ACTUAL</b>							
***DPS retrieval	<b>ACTUAL</b>							
Scanner-Scans review upon return of route	<b>ACTUAL</b>							
Train Crossings	<b>ACTUAL</b>							
Changing NDCBU locks if required and not paid on 8127	<b>ACTUAL</b>							

COLUMN 17

		Sat	Mon	Tue	Wed	Thu	Fri	Sat
<b>COLUMN 17- WEEK THREE</b>		<b>02/21/15</b>	<b>02/23/15</b>	<b>02/24/15</b>	<b>02/25/15</b>	<b>02/26/15</b>	<b>02/27/15</b>	<b>02/28/15</b>
Safety Talks- Credit twice if repeated for relief	<b>ACTUAL</b>							
Service Talks- Credit twice if repeated for relief	<b>ACTUAL</b>							
Additional trip for 3M mail if extra trip required	<b>ACTUAL</b>							
Answering customer questions – phone-counter	<b>ACTUAL</b>							
Business reply to designated location	<b>ACTUAL</b>							
CFS/Throwback/FWD trip if separate	<b>ACTUAL</b>							
Changes to edit book	<b>ACTUAL</b>							
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Train Crossings	<b>ACTUAL</b>							
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