

SUMMARY

U.S. Postal Service RURAL ROUTE EVALUATION										
Post Office, State and Zip + 4			Finance No.		Evaluation Effective Date:		Volume Date Range:		Date of Mapping:	
OFFICE TIME 4241M Page 2	Random Letters	Random Flats	WSS Letters	WSS Flats	BH Letters	BH Flats	DPS Letters	DPS Flats	CR Flats	Pull Down
	<i>Lines 1+2</i>	<i>Line 3</i>	<i>Line 5</i>	<i>Line 6</i>	<i>Line 7</i>	<i>Line 8</i>	<i>Lines 9+10+11</i>	<i>Lines 13+14</i>	<i>Line 4</i>	<i>Lines 15+16+17+18+19</i>
	Parcels	Account Mail Signature Item	Carrier Pickup Forms	COD's Customs Due	Postage Due	Markups	3982 PARS Label	Office Walk	Load Time	Daily Activities
	<i>Lines 20+21+22</i>	<i>Lines 23+24</i>	<i>Line 25</i>	<i>Lines 26+27</i>	<i>Line 28</i>	<i>Line 29</i>	<i>Line 30</i>	<i>Lines 33+34</i>	<i>Lines 31+32</i>	<i>Lines 35+36+37+38</i>
ROUTE TIME 4241M Page 1	Route Length	Regular Boxes	Centralized Boxes	Total Boxes	Daily Dismounts	Daily Dismount Dist.	Collection Compartments	Cent CBU Units	Blue Box Collection	Inter-Unit High
	<i>DPM/LTM</i>	<i>DPM/LTM</i>	<i>DPM/LTM</i>	<i>DPM/LTM</i>	<i>DPM/LTM</i>	<i>DPM/LTM</i>	<i>DPM/LTM</i>	<i>DPM/LTM</i>	<i>DPM/LTM</i>	<i>DPM/LTM</i>
	Drive	Service	Walk	TCP	Fuel	Vehicle Stops	Drive Speed	Reg Box Coverage %	Cen Box Coverage %	Inter-Unit Low
	<i>Line 1</i>	<i>Lines 2-18</i>	<i>Line 19</i>	<i>Lines 20-25</i>	<i>Line 26</i>	<i>DPM/LTM</i>	<i>DPM/LTM/DSM</i>	<i>Lines 2,3,4</i>	<i>Lines 5,6</i>	<i>DPM/LTM</i>
STREET VOLUME TIME 4241M Page 3	Verify Mail	Reload	Reg & Cert Accepted	M.O. Applications	Contact Rural Reach	Stamp Stock	Activity Scans			
	<i>Line 1</i>	<i>Lines 2+3+4</i>	<i>Line 5</i>	<i>Line 6</i>	<i>Line 7</i>	<i>Line 8</i>	<i>Lines 9+10</i>			
	Parcels	Account Mail Signature Item	Carrier Pickup Items	COD's Customs Due	Postage Due	Express Deviation	Miscellaneous Time			
	<i>Lines 11-20</i>	<i>Line 21</i>	<i>Lines 22-25</i>	<i>Lines 26+27+28</i>	<i>Line 29</i>	<i>Line 30</i>	<i>Line 31</i>			
	Standards (Hrs:Min)						Volume Factor	Rotating Relief	Withdrawal Status	USPS Vehicle Used
Office										
Street										
Total										
Route No.	Name	Employee ID	Desig.	Step	Salary	FLSA	Eval Hours	EMA	Protected Salary	Guaranteed Salary

U.S. Postal Service RURAL ROUTE EVALUATION			
Delivery Unit: Finance #: Route #: Carrier:		Vehicle Type: Bundle Type: Withdrawal Status:	Reg Box Coverage: Cen Box Coverage: Evaluation Effective Date: Mapping Date: Volume Date Range:

Category	Data Description (Panel Sequence Description)	Current Route Daily Average	Standard Minutes (Allowance Factor)	Bundle Type	Route Coverage	Service Time (daily minutes)
Drive 1	Drive (Route Length)		DSM			
Service 2	CURB Box		0.2030			
Service 3	OTHER Box		0.1890			
Service 4	SDWK Box		0.1900			
Service 5	CBU Box		0.1080			
Service 6	CENT Box		0.1080			
Service 7	Dismount and prep CBU		0.8816			
Service 8	Dismount and prep CENT		1.9112			
Service 9	Dismount and prep OTHER		0.8931			
Service 10	Dismount and prep SDWK		0.6709			
Service 11	Collection Compartment CBU		0.0558			
Service 12	Collection Compartment CENT		0.0558			
Service 13	Unit time CBU		0.3311			
Service 14	Unit time CENT		0.3803			
Service 15	Creep		0.0208			
Service 16	Service (blue box) collection points		1.7928			
Service 17	Service inter-unit mail (low volume)		1.4787			
Service 18	Service inter-unit mail (high volume)		5.7659			
Walk 19	Dismount Distance (daily distance)		0.0043			
TCP 20	Stop Sign		0.0499			
TCP 21	Yield Sign		0.0159			
TCP 22	Traffic Signal		0.2051			
TCP 23	School Crossing		0.0092			
TCP 24	Railroad Crossing		0.0165			
TCP 25	Gated Access		0.1805			
Fuel 26	Fuel Vehicle Credit		COMPLEX			

Daily Total Time(Route + Street Volume + Office Volume)	
	Standards(Hours and Minutes)
Office	
Street	
Total	

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				Evaluation Effective Date: Mapping Date: Volume Date Range:	
Category	Data Description (Panel Sequence Description)	12-Month Average Activity Frequency	Standard Minutes (Allowance Factor)	Office Time (daily minutes)	
Random Letters	1 Gather random mail for transport to case		1.0517		
Random Letters	2 Case random letters		0.0647		
Random Flats	3 Case random flats		0.0862		
CR Flats	4 Case carrier route flats		0.0741		
WSS Letters	5 Case WSS letters		0.0364		
WSS Flats	6 Case WSS flats		0.0741		
BH Letters	7 Case Boxholder letters		0.0303		
BH Flats	8 Case Boxholder flats		0.0646		
DPS Letters	9 Gather DPS letters for transport to case		0.2500		
DPS Letters	10 Locate and access DPS letter trays		0.7689		
DPS Letters	11 Case DPS letters		0.0294		
DPS Flats	12 Gather DPS flats for transport to case		0.2050		
DPS Flats	13 Locate and access DPS flats trays		0.1653		
DPS Flats	14 Case DPS flats		0.0708		
Pull Down	15 Move trays to storage		0.2643		
Pull Down	16 Pull down handle trays		0.2458		
Pull Down	17 Pull down handful		0.0291		
Pull Down	18 Pull down compartments		0.0326		
Pull Down	19 Position and remove rubber bands		0.0990		
Parcels	20 Gather parcels for transport to case (additional carts > 1)		COMPLEX		
Parcels	21 Organize large parcels for delivery		0.5157		
Parcels	22 Organize small/medium parcels for delivery		0.2367		
Acct. Mail Sig. Item	23 Process accountable mail, signature items		1.4745		
Acct. Mail Sig. Item	24 Perform fixed accountable cage activities		0.7418		
Pickup Forms	25 Process carrier pick-up event forms		0.1140		
COD'S Customs Due	26 Process customs due		1.4745		
COD'S Customs Due	27 Process cod		1.4745		
Postage Due	28 Process postage due		0.0345		
Markups	29 Process markups - bundles		0.4233		
3982 PARS Label	30 Process PARS label (Form 3982)		0.4050		
Load Time	31 Load vehicle		Actual Time + Personal Fatigue & Delay		
Load Time	32 Inspect Government vehicle		1.8716		
Office Walk	33 Office walking		0.0043		
Office Walk	34 Office Walking (DPSL)		0.0043		
Daily Activities	35 Scanner setup activities		0.1882		
Daily Activities	36 Complete trip report (Form 4240)		0.4910		
Daily Activities	37 Safety service talks		Actual Time		
Daily Activities	38 End-of-shift office activities		Actual Time		

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Category	Data Description (Panel Sequence Description)	12-Month Average Activity Frequency	Standard Minutes (Allowance Factor)	Street Time (daily minutes)
Verify Mail 1	Verify addresses		COMPLEX	
Reload 2	Reload medium parcels for delivery		COMPLEX	
Reload 3	Reload large parcels for delivery		COMPLEX	
Reload 4	Reload mail for delivery (pieces)		COMPLEX	
Reg & Cert Accepted 5	Collect registered/certified mail		0.0944	
M.O. Applications 6	Collect money order applications		2.1799	
Contact Rural Reach 7	Contact Rural Reach customers		5.2458	
Stamp Stock 8	Sell stamp stock		0.7140	
Activity Scans 9	Perform simple one-step scans		0.0795	
Activity Scans 10	Perform prompted two-step scans		0.0928	
Parcels 11	Deliver parcels to mailbox		0.1671	
Parcels 12	Deliver parcels to parcel locker		0.3589	
Parcels 13	Deliver parcels to door		0.1954	
Parcels 14	Out-of-Route Drive (mail stop to DDD stop)		DSM	
Parcels 15	Out-of-Route Walk (DDD stop to door)		0.0043	
Parcels 16	Perform prelim & concluding activities at vehicle for trip to door		0.8520	
Parcels 17	Gather acct. mail/large parcel at vehicle - Variable		0.0812	
Parcels 18	Gather acct. mail/large parcel at vehicle - Fixed		0.2050	
Parcels 19	Miscellaneous to door deliveries		0.0854	
Parcels 20	Additional Authorized Dismount Trip		COMPLEX	
Acct. Mail Sig. Item 21	Deliver accountable mail, signature item		0.9615	
Carrier Pickup 22	Carrier pickup & prepaid event		1.1817	
Carrier Pickup 23	Carrier pickup & prepaid items		0.1592	
Carrier Pickup 24	Carrier pickup manifests and items scanned - <i>full</i>		0.1011	
Carrier Pickup 25	Carrier pickup manifests and items scanned - <i>partial</i>		0.0223	
COD'S Customs Due 26	Accept ord, cod, ins parcels		0.1034	
COD'S Customs Due 27	Deliver customs due		1.6618	
COD'S Customs Due 28	Deliver COD		1.6618	
Postage Due 29	Collect postage due		0.9127	
Express Deviation 30	Deviation for express delivery		Actual Time + Personal Fatigue & Delay	
Miscellaneous Activities 31	Miscellaneous Activity Time		Actual Time	