| MAILCOUNT | | | |
|---|---|---|---|
| | | | |
| POOR QUALITY DPS REQUIRING CASING DURING MAILCOUNT | COUNT AS S/S IF QUALIFIES | | |
| DPS MAIL NOT LOCATED IN CLOSE PROXIMITY TO THE CASING AREA | | COLUMN R | |
| SEPARATOR CARDS | COUNT AS DPS PIECES | | |
| ACCOUNTABLE AND SIGNATURE MAIL | COUNT AS | DPS AND AS | APPROPRIATE |
| IF DPS MAIL AVERAGES LESS THAN 2400 PCS PER WEEK OR 98% NOT VALIDATED | COUNT AS S/S IF QUALIFIES | | |
| AUTOMATED MAIL DOES NOT QUALIFY AS SECTOR SEGMENT | COUNT AS RANDOM | | |
| DAILY VERIFICATION OF SEPARATOR CARDS | | COLUMN R | |
| END OF RUN REPORTS AS A SOURCE OF VOLUME DATA | CONSIDERED AS ONE SOURCE | | |
| RIFFLING DPS MAIL TO DETERMINE STREET SUITABILITY ABSENT SEPARATOR CARDS | | COLUMN R | |
| HANDLING AND RETURNING SEPARATOR CARDS TO DESIGNATED LOCATION | | COLUMN R | |
| RETURNING BUSINESS REPLY MAIL TO DESIGNATED LOCATION | | COLUMN R | |
| TIME SPENT ON FORM 1621 IN EXCESS OF TIME FOR FORM 4240 (NORMAL WEEK) | | COLUMN R | |
| HOLDOUT MAIL -HOLD MAIL, FORWARDS,WINDOW CALLERS- (SEPARATE FROM DPS) | COUNT AS RANDOM | | |
| HOLDOUT MAIL -HOLD MAIL, FORWARDS,WINDOW CALLERS- (SEPARATE FROM DPS) | DOES NOT COUNT TOWARD 2400 | | |
| PROVIDING INFORMATION TO DESIGNEE REGARDING HOLDOUT MAIL | | COLUMN R | |
| HOLDOUT MAIL NOT HELD OUT WHICH IS PROCESSED WITH DPS MAIL | COUNTS AS DPS AND AGAIN AS RANDOM | | |
| NON DPS MAIL FOR APARTMENT BUILDINGS, ETC MUST BE SEPARATE FROM DPS | COUNT AS S/S OR RANDOM | | |
| ERRORS BROUGHT BACK FROM STREET ARE COUNTED | AGAIN AS RANDOM MAIL | | |
| HOLDOUTS, RESIDUAL, LAYOVERS HELD OUT FROM DPS COUNTED | AS RANDOM MAIL | | |
| STREET HANDLING OF 3982 OR EQUIVALENT | | COLUMN R | |
| | | | |
| | | | |

| AFTERWARDS | FORM 8127 | | ACCUMULATE OTHER LEAVE |
|---|---|---|---|
| | | | |
| ALL TIME SPENT REVIEWING AND ASSISTING IN DEVELOPING DPS DATA ETC | X | | X |
| REQUIRED TO CASE 125 PIECES OR MORE OF BAD DPS LETTERS | X | | X |
| REVIEWING DATA TO DETERMINE PROBLEM TO REPORT TO MANAGEMENT | X | | X |
| END OF RUN VOLUME REPORTS | RETAINED UNTIL NEXT COUNT | | |
| | | | |
| | | | |