

	Job Requirement (A)	Oper (B)	Unit (C)	Min/Unit (D)	Freq Range	Wk Qnty (E)	Wk Minutes (F)
1	Workroom Toilets	CL	FX	4.5000	3 - 7		
2		PL	FX	1.5000	Tr Not CL *		
3	Office Toilets	CL	FX	4.0000	2 - 7		
4	Lunch/Swing RMS	CL	SF	0.0320	3 - 7		
5		PL	SF	0.0106	Tr Not CL		
6		WM	SF	0.0300	0 - 2		
7	Locker RMS	CL	SF	0.0240	3 - 7		
8		PL	SF	0.0080	Tr Not CL		
9		WM	SF	0.0300	0 - 2		
10	Workrooms	CL	SF	0.0106	2 - 7		
11		PL	SF	0.0053	Tr Not CL **		
12	Offices	CL	SF	0.0375	3 - 7		
13	Supply RMS	CL	SF	0.0120	3 - 7		
14	Freight Elevators	PL	EA	10.0000	1 - 7		
15	Passenger Elevators	CL	EA	20.0000	3 - 7		
16	EXT Police	PL	SF	0.0012	1 - 7		
17	Platforms	CL	SF	0.0106	3 - 7		
18		PL	SF	0.0053	Tr Not CL **		
19	Service/Box Lobby	CL	SF	0.0160	5 - 7		
20		PL	SF	0.0020	A/N		
21		WM	SF	0.0300	1 - 3		
22		VS	SF	0.0064	1 - 3		
23		DM	SF	0.0150	1 - 3		
24	Stairways 18	CL	FL	10.0000	3 - 7		
25		PL	FL	2.4000	Daily Not CL		
26	Corridors	CL	SF	0.0060	2 - 7		
27		DM	SF	0.0150	2 - 7		
28		VS	SF	0.0064	2 - 7		
29		PL	SF	0.0020	Daily Not CL		
30	Shop Area	CL	SF	0.0120	Daily **		
31	Jan Closet	CL	EA	10.0000	Daily **		

* Office with 2 or more mail processing tours

** Only areas used

	(0)	(P)	
A	MULTI. TOTAL LINE 32 BY 52 WEEKS		MIN/YR
B	ENTER TOTAL FROM LINE 78		MIN/YR
C	TOTAL LINE A and B		MIN/YR
D	DIVIDE LINE C BY 60 MIN		WH/YR
E	MULTI. LINE D BY % (TRNG)		H/YR
F	MULTI. LINE D BY % (BREAKS)		H/YR
G	MULTI. LINE D BY % (W-UPS)		H/YR
H	TOTAL LINE D+E+F+G		WH/YR
J	DIVIDE LINE H BY 52		WH/WEEK
K	DIVIDE LINE H BY 1760		WORK YEARS
L	TOTAL EMPLOYEES		