



regional instructions

cc: Messrs. Newman
Morgen
Jordan
Wolff

JF

PART 300
POSTAL OPERATIONS

1096 -PO-209

SUBJECT	DATE	FILING NO.
Revisions to Mail Processing Work Assignment Guidelines	6-15-79	REF: 3991 AND 531

JUN 22 1979

PURPOSE

INDUSTRIAL
RELATIONS

Make the following changes to Regional Instruction I085-PO-204, February 16, 1979:

1. Operation 010, item 4

Add: Distribution to cases or sack/pouch racks will be assigned in accordance with the appropriate distribution operation.

2. In the following operations and functional items, delete the word dispatching and substitute the word transporting:

- | | |
|------------------------------|------------------------------|
| a. Operation 030, item 8 | j. Operation 074, item 9 |
| b. Operation 040, item 9 | k. Operation 075, item 9 |
| c. Operation 043, item 9 | l. Operation 134, item 9 |
| d. Operation 044, item 9 | m. Operation 150, item 9 |
| e. Operation 045, item 9 | n. Operation 160, item 9 |
| f. Operation 050/055, item 9 | o. Operation 170, item 9 |
| g. Operation 060, item 9 | p. Operation 175, item 9 |
| h. Operation 070, item 9 | q. Operation 180-189, item 8 |
| i. Operation 073, item 9 | |

3. Operation 080-087 "Note" should read:

Allied labor required is normally performed by clerks because of the rotation system employed.

4. Operation 110-129, delete SPR in the operation heading and replace with IPP.

5. Operation 210-239, item 9, delete "freight elevators."

6. Inbound Docks - EMC, item 9, insert "parcel" between the words on-site and repairs.

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7. Sack sorting, Rewrap IPP's and non-ZIP Coding, item 2,
insert "parcel" between the words on-site and repairs.

C. Neil Benson

C. Neil Benson
Acting Senior Assistant
Postmaster General
Operations Group

Standard distribution plus two copies to each MSC.



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A1W4-16

Wolff
Jordan

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POSTAL OPERATIONS

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Revisions to Mail Processing Work Assignment Guidelines	7-6-79	

RECEIVED JUL 16 1979

ERRATA

Regional Instruction 1096-PO-209 issued 6-15-79, filing number 399, Am. 1, "Revisions to Mail Processing Work Assignment Guidelines" should be corrected at the bottom of the first page to read (after 6.), "Inbound Docks - BMC, item 5,..."
rather than item 9 as printed. Please make a pen-cilled correction.

Distribution:
Standard mailing list
plus 2 to MSCs

INITIATING OFFICE	ACTION OFFICE	PAGES