

Request for Special Route Count & Inspection

To: _____

Date: _____

From: _____

Route: _____

Station: _____

Special Route Count & Inspection – 271

“Pursuant to Article 41.3.S of the Joint Contract and Administration Manual (JCAM—February, 2003), I am requesting a Special Count and Inspection for the above listed route. This request is made based upon the criteria outlined in the Management of Delivery Services M-39, Sections 270 and 271, items A, E, and G and the Joint Contract Administration Manual, Memorandum of Understanding, Re: Special Count and Inspection – City Delivery Routes dated July 21, 1987, P.41-21”

- a. Consistent use of overtime or auxiliary assistance.
- e. A carrier requests a special inspection and it is warranted.
- g. If over any 6 consecutive week period (where work performance is otherwise satisfactory), a route shows over 30 minutes of overtime or auxiliary assistance on each of 3 days or more in each week during this period, the regular carrier assigned to such route shall, upon request, receive a special mail count and inspection to be completed within 4 weeks of the request.

Signature of Carrier Making Request

Signature of Receiving Supervisor / Manager